



DEPARTMENT OF THE NAVY  
OFFICE OF THE SECRETARY  
1000 NAVY PENTAGON  
WASHINGTON DC 20350-1000

SECNAVINST 5351.1  
ASN(M&RA)  
21 April 2011

SECNAV INSTRUCTION 5351.1

From: Secretary of the Navy

Subj: PROFESSIONAL NAVAL CHAPLAINCY

Ref: (a) SECNAVINST 1730.7D  
(b) MCO 1730.6D  
(c) OPNAVINST 1730.1D  
(d) SECNAVINST 5354.2  
(e) OPNAVINST 1120.9  
(f) COCINST 1110.1H  
(g) DoD Instruction 1304.28 of 11 Jun 2004  
(h) 10 U.S.C.  
(i) BUPERSINST 1610.10B  
(j) NAVPERS 18068-68B  
(k) OPNAVINST 5380.1A

Encl: (1) Definitions  
(2) Professional Standards for PNC  
(3) PNC Professional Expectations  
(4) The Chaplain Corps' Guiding Principles

1. Purpose. This instruction establishes both the requirements and the principles for policy associated with Professional Naval Chaplaincy (PNC) as defined in reference (a) and enclosure (1), and as further described by enclosures (2) through(4).

2. Scope. Per references (a) through (c), this instruction applies to the PNC community comprised of Navy chaplains, religious program specialists (RPs), and all civilian employees, contractors, and volunteers engaged in any facet of religious ministry within the Department of the Navy (DON).

3. Definitions. Enclosure (1) contains the definitions of terms used in this instruction.

4. PNC and the Chief of Navy Chaplains (COC). Per reference (a), the COC is the primary spokesperson on PNC.

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a. As community leader, the COC has directive authority over the PNC community when speaking to issues related to PNC. The COC formulates policy necessary for the delivery of Chaplain Corps (CHC) capabilities, and through that policy guides the development of the necessary skills required to deliver those capabilities.

b. The COC shall establish and publish a charter for a PNC Executive Board (PNCEB) with membership defined by enclosure (1) to assist the COC in exercising both the COC's advisory function as director of religious ministry and the PNC leadership function as CHC community leader per reference (a).

(1) To assist the COC in exercising the advisory function as director of religious ministry, domain leaders, as defined by enclosure (1), will advise the COC on matters related to the delivery of religious ministry both in their respective domains and throughout the DON and the United States Coast Guard (USCG) so the COC may be better equipped to advise senior leadership throughout the Department of Defense (DoD) and DON. In addition, the COC may render such advice to the domain leaders as necessary based on the COC's interaction with DoD and DON leadership.

(2) To assist the COC in exercising community leadership, the COC will receive PNC related input from the PNCEB and provide direction to its members in order to lead the CHC community, foster esprit de corps, and promote PNC among chaplains, RPs, and other parties participating in PNC.

c. PNC is the foundation upon which the COC provides community-specific input to the Chief of Naval Personnel (CHNAVPERS) for submission to the Secretary of the Navy (SECNAV) for potential inclusion in promotion selection board precepts. It is also the foundation of COC input to screening boards that identify candidates for possible assignment to milestone billets.

5. PNC and the CHC. The CHC is a religiously impartial governmental organization with no inherent theology of its own. It exists to empower individual chaplains and RPs to effectively and efficiently deliver the CHC's four core capabilities as identified in reference (a): caring for all Service members,



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facilitating the religious requirements of personnel of all faiths, providing religious organization (RO)-specific ministries, and advising the command. It accomplishes this by providing the following input to the indicated efforts:

a. Recruitment. At the direction of CHNAVPERS, the CHC will support Commander, Navy Recruiting Command efforts in recruiting religious ministry professionals (RMPs) for chaplaincy from a wide variety of sources in furtherance of maintaining a diverse corps made up of the best and most fully qualified chaplains. Consideration is given to religious diversity, particularly where an RMP's RO is not currently represented in the CHC, but is represented by Service members in the DON.

b. Accessions. The priority for the CHC is to access the most fully qualified RMPs. The CHC complies with overall DON diversity policy per reference (d).

c. Chaplain Appointment and Retention Eligibility (CARE) Board. In addition to the endorsement provided by the RMP or chaplain's RO, references (a), (e), and (f) indicate that the COC also provides necessary recommendations to the CHNAVPERS with respect to the RMP or chaplain's service as a Navy chaplain. The mechanism by which these recommendations are developed is the CARE Advisory Group, governed by reference (f), which functions as an administrative board per guidance from the CHNAVPERS and is hereafter referred to as the "CARE Board." The CARE Board reviews professional qualifications and forwards a recommendation regarding an RMP or chaplain's service to the COC who approves or disapproves the recommendation and then forwards it to CHNAVPERS for final determination.

d. Training. Per reference (a), the CHC has the authorization and the requirement to teach PNC. While this is a requirement exclusive to the CHC, it is an intrinsically cooperative effort involving coordination with both the ROs and the educational resources of the Naval Service including Naval Education and Training Command (NETC).

e. Leadership Development. Leadership development is essential for professional growth and for the effective and efficient delivery of the CHC's core capabilities. Chaplains

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and RPs are responsible for caring for and developing the leadership qualities of those they supervise and for mentoring the next generation of leaders.

6. PNC and Navy Chaplains

a. Navy Chaplain Competencies. PNC requires Navy chaplains to employ two distinct but overlapping competencies.

(1) RMP Competencies

(a) Per reference (g), ROs listed by the DoD provide RMPs to the Navy understanding, per reference (a), that Navy chaplains are never required to compromise the standards of their RO but are required, per reference (g), to function in a pluralistic environment. Under reference (a) and section 6031 of reference (h), a Navy chaplain is endorsed by the chaplain's RO to provide religious ministry according to the manner and forms of the chaplain's RO. Per reference (a), the Navy chaplain is also required to support the free exercise of religion by all Service members, their families, and other authorized persons.

(b) Per reference (a), Navy chaplains are noncombatants who deliver the CHC's four core capabilities.

(c) In addition to competency in delivering the CHC's four core capabilities, chaplains and RPs possess a wealth of expertise in other subjects. The CHC captures this expertise by means of communities of interest (COIs). In COIs, subject matter experts can develop, share and employ their expertise. From COIs, the CHC and the larger Naval Service can draw advice on specific issues.

(2) Navy Officer Competencies. The Navy expects its chaplains to be competent staff corps officers who understand the systems and structures of the Naval Service.

b. PNC and Assessment of Navy Chaplains

(1) An RO certifies an individual chaplain's skill as an RMP as frequently as it determines to do so or when asked to do so by the DON, and communicates that certification by means of an ecclesiastical endorsement.

(2) Commanding officers assess the performance of individual chaplains as Navy officers by means of the performance evaluation system, per reference (i).

(3) The CHC will assess the individual chaplain's skills relative to PNC by means of screening boards to identify candidates for possible assignment to milestone billets and by means of subspecialty codes for COI affiliation.

#### 7. PNC and Navy RPs

a. The RP's Role. The RP community is an important component of PNC. RPs focus on delivering the CHC's four core capabilities from a programmatic and procedural perspective. They assist in the management and execution of the command religious program (CRP), which accommodates the diverse religious ministry requirements of all Service members, their families, and other authorized persons.

b. The RP's Relationship to Support Personnel. RPs are the primary assistants in the management of other agents, such as lay leaders, volunteers, civilian religious ministry professionals (CRMP) and CRP employees.

#### c. RP Competencies

(1) Rating Competencies. Per reference (j), RPs exercise the following rating competencies:

(a) Ministry Support and Accommodation. RPs are specially trained to accommodate the religious needs and rights of Naval Service personnel and their families, which includes, but is not limited to, scheduling, coordinating, budgeting, and contracting. As combatants, RPs provide force protection expertise for religious ministry teams in expeditionary environments.

(b) Pastoral Care Support. RPs support the delivery of care through pastoral triage, referrals, professional military counseling, and explaining the types of ministry available.

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(c) Advisement. RPs assist in advising leadership on moral and ethical decision-making, cultural awareness, conflict resolution, and cross-cultural communications.

(d) Administration, Finance, and Accounting. RPs balance RO-specific religious requirements, managing facilities, personnel, volunteers, and resources. They plan, coordinate, train, implement, and maintain both non-appropriated and appropriated funds. They identify, procure, and maintain facilities and equipment needed to support the CRP. RPs manage real property repair and maintenance, equipment acquisition, and supplies. RPs prepare, plan, program, analyze, and execute budgets. They also research and write statements of work for civilian contracts in support of the CRP.

(e) Library. RPs manage and execute the full range of activities associated with learning multi-media resource centers, including, but not limited to, scheduling, filing, ordering, organizing, staffing, and operation.

(2) Sailor Competencies. The Navy expects RPs to perform effectively using the systems and structures of the Naval Service, both in their rating as RPs and in the variety of general military tasks outside any rating required to accomplish the mission.

(3) Senior RP Competencies. RPs in the most senior pay grades are expected to train and mentor chaplains in the areas of administration, management, leadership, and naval heritage in order to help them succeed as division officers and members of the command staff.

d. PNC and Assessment of Navy RPs

(1) Commanding officers assess individual RPs as Sailors by means of the performance evaluation system, per reference (i).

(2) The RP community will assess individual RP's PNC skills by means of screening boards in order to identify potential candidates for key billets.

8. PNC and Other Parties

a. CRMPs. CRMPs are not chaplains, but they do come under the auspices of PNC. CRMPs are ordinarily authorized only to provide RO-specific religious ministry as part of a team led by the command chaplain who is answerable to the commanding officer.

b. Civilian CRP Support Personnel. Civilian CRP support personnel include clerical staff, musicians, educators, and others engaged to help execute the CRP or the mission and work of the CHC. Civilian CRP support personnel are part of a team led by the command chaplain who is answerable to the commanding officer.

c. Volunteers. Volunteers are indispensable to the CRP. Whether as formal lay-leaders or as chapel volunteers, those who donate their time and energy to the CRP are a crucial part of PNC's effort to accommodate religious needs. Chaplains and RPs have a responsibility to manage the labor of volunteers consistent with reference (k).

9. Action


a. The Chief of Naval Operations shall ensure compliance throughout the Navy with the policies set forth in this instruction and shall initiate action with the Commandant of the Coast Guard and the Administrator of the Maritime Administration to ensure compliance with this instruction when Navy chaplains provide or supervise religious ministry in those agencies.

b. The Commandant of the United States Marine Corps shall ensure compliance throughout the Marine Corps with the policies set forth in this instruction.

c. The COC shall ensure all chaplains and RPs as well as all civilian employees, contractors, and volunteers engaged in any facet of religious ministry within the DON or USCG are trained in and held accountable to the principles and requirements established by this instruction.

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10. Records Management. Records created as a result of this instruction, regardless of media or format, shall be managed per SECNAV Manual 5210.1 of November 2007.



JUAN M. GARCIA III  
Assistant Secretary of the Navy  
(Manpower and Reserve Affairs)

Distribution:  
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<http://doni.daps.dla.mil/>

## DEFINITIONS

1. Professional Naval Chaplaincy (PNC). PNC, as defined in reference (a), is the field of endeavor in which Navy chaplains deliver to the Naval Service and authorized recipients' religious ministry characterized by cooperation, tolerance, mutual respect, and respect for diversity. It is further characterized by an understanding of both the pluralistic nature of the environment and the processes and structures of the organizations and institutions served. PNC includes the full range of responsibilities inherent in positions of leadership and authority in the Navy, as well as the standards and codes of behavior established for chaplains by the DON and those found in civilian religious professional life. Implicit in PNC is the expectation that chaplains will not compromise the standards of their RO.

2. Domain Leaders. Because chaplains and RPs serve the Navy, the USMC, and the USCG, the CHC has adopted the word "domain" to refer to the large organizational subdivisions in which chaplains and RPs serve. The senior leader in each subdivision is referred to as the domain leader. These domain leaders include the: United States Fleet Forces Command (USFLTFORCOM) chaplain; United States Pacific Fleet (USPACFLT) chaplain; Commander, Navy Installations Command (CNIC) chaplain; United States Marine Corps Forces Command (MARFORCOM) chaplain; United States Marine Corps Forces Pacific (MARFORPAC) chaplain; Navy Reserve Force (NAVRESFOR) chaplain; United States Marine Corps Forces Reserve (MARFORRES) chaplain; chaplain of the USCG; Navy Medicine chaplain; and NETC chaplain.

3. PNC Executive Board (PNCEB). The PNCEB exists to assist the COC in exercising both the COC's advisory function as director of religious ministry and the PNC leadership function as CHC community leader under reference (a). Its membership consists of the COC, deputy COC, deputy COC for reserve matters, USFLTFORCOM chaplain, USPACFLT chaplain, NAVRESFOR chaplain, CNIC chaplain, deputy chaplain of the Marine Corps, MARFORCOM chaplain, MARFORPAC chaplain, MARFORRES chaplain, chaplain of the USCG, Navy Medicine chaplain, NETC chaplain, Marine Corps Combat Development Command (MCCDC) chaplain, commanding officer of the Naval Chaplaincy School and Center, CHC distribution and

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placement chaplain (PERS 4414), COC's command master chief or senior enlisted leader, COC's executive assistant and the COC's division directors. Other parties may be invited to attend whenever their input is required by the agenda.



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# PROFESSIONAL STANDARDS FOR PNC

The professional standards for PNC are based on the definition of PNC and establish the minimum requirement for professional conduct by chaplains, RPs, and all other parties engaged in any facet of religious ministry within the DON.

1. Cooperation. All persons operating under the auspices of PNC will work together cooperatively. Chaplains and RPs especially will work with other chaplains, RPs, helping professionals, and command representatives to meet the faith and non-faith-group needs of all Service members, their families, and other authorized persons.

2. Tolerance. The DON and USCG are equally accommodating of all religions and expressive of none in particular. It is the policy of the CHC to be equally tolerant of every Service member, family member, and other authorized persons irrespective of that individual's religious beliefs or unbelief.

3. Mutual Respect. All persons operating under the auspices of PNC will recognize the practitioners of other faiths as equals under the law. It is the policy of the CHC to train each of its chaplains and RPs to respectfully accommodate all Service members, their families, and other authorized persons.

4. Respect for Diversity. Participants in PNC are entrusted with the duty of creating a climate where every individual's contribution is valued, and with fostering an environment that respects the individual's worth as a human being per the DON diversity policy at reference (d).

5. Understanding of the Pluralistic Nature of the Environment. Members of the DoD community represent a plurality of backgrounds and beliefs. PNC recognizes and values the pluralism inherent in the DoD community and seeks to accommodate the religious beliefs of all to the fullest possible extent. Because the chaplain's direct provision of religious ministry is according to the manner and form of the chaplain's RO, chaplains are free to participate or not participate in divine services and or RO-specific ministries with persons from other ROs. When praying in public and outside of divine services, Navy chaplains are free to pray according to policy set forth in reference (a).

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While it may be permissible for persons to share their religious faith, outside divine or religious services, persons under the cognizance of PNC shall ask permission of those with whom they wish to share their faith and respect the wishes of those they ask. Respecting the religious values of others, persons under the cognizance of PNC shall not proselytize those who request not to be proselytized as such action raises legal concerns and is counterproductive to service in a pluralistic environment. Failure to respect such a request may result in disciplinary action.

6. Understanding the Processes and Structures of the Organizations and Institutions Served. All persons operating under the cognizance of PNC function within a military institution separate from the religious institutions of the ROs whose members are represented in the military services. PNC seeks to accommodate the religious requirements of those members within the limits of military readiness, unit cohesion, health, safety, discipline, and mission accomplishment. Chaplains and RPs ensure this accommodation while simultaneously delivering quality care and expert advisement. Chaplains and RPs must have a thorough knowledge of command structures and institutional systems, policies, and processes. Chaplains must balance the requirements of the Naval Service, the CHC, and the ROs that endorse them.

7. Responsibilities Inherent in Positions of Leadership and Authority in the Navy. Chaplains and RPs are responsible for executing the commander's CRP and any other appropriate tasks duly assigned by competent authority. They direct and hold others accountable in the effective and efficient execution of the CRP and other related tasks. They develop the leadership qualities of those they supervise, and mentor the next generation of leaders. They are accountable for their performance as leaders.

8. The Standards and Codes of Behavior Established by the DON. All persons serving under the auspices of PNC abide by DON regulations and expectations governing professional and personal conduct. Such conduct includes, but is not limited to: adhering to physical readiness requirements; abiding by policies governing fraternization, non-combatancy and confidentiality; maintaining professional boundaries; abiding by DON policies

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regarding alcohol use and substance abuse; and ensuring responsible financial management. The CHC fosters a climate of compliance through training, mentoring, and supervision.

9. The Standards and Codes of Behavior Found in Civilian Religious Professional Life. The CHC encourages individual chaplains to grow in their respective faiths. It does this by supporting them in attending RO conferences, by promoting continuing education, by encouraging the development of professional skills and by encouraging communication between the chaplain and the chaplain's RO.

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## PNC PROFESSIONAL EXPECTATIONS

PNC professional expectations are based on values that foster professional accountability and inform others what they can expect from chaplains and RPs. While many of these expectations apply to both chaplains and RPs, some are particular only to chaplains or RPs.

1. Religious Ministry. Chaplains will provide religious ministry according to the manner and form of their RO and will always clearly identify their RO when participating in divine services or when providing religious ministry that is specific to their RO. RPs will support the provision of religious ministry to all authorized personnel.
2. Ethical Behavior. Chaplains and RPs will cultivate habits conducive to personal, emotional, spiritual, and relational well-being. They will adhere to the code of conduct, Navy core values, the Sailor's Creed, the Navy Ethos, the professional standards for PNC, and for chaplains, the CHC's Guiding Principles. They will conduct themselves on and off duty in a way that reflects positively on their position and community. They will maintain a professional workplace and professional relationships, using their rank, position, and authority for the good of others and not for personal gain. They will maintain professional boundaries.
3. Community Participation. Chaplains and RPs will fully participate in the CHC and RP community, abide by the expectations of CHC leadership, and support the work of the CHC and RP rating.
4. Navy Professional Development. Chaplains and RPs will seek opportunities for Navy officer or enlisted professional development. They will seek occasion to develop chaplain or RP competencies. They will mentor others and seek mentors for themselves.
5. Religious Ministry Professional (RMP) Development. Chaplains will seek opportunities for professional development as RMPs, maintain responsible association with the RO that endorses them, and abide by the professional standards and expectations set by their RO.

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6. Non-Combatancy. Chaplains are non-combatants. They will not bear arms or seek weapons training in connection with their military duties nor will they seek weapons or warfare qualifications. They will not serve or give the appearance of serving as an intelligence operative and will abstain from hostile acts.

7. Bearing Arms. RPs will bear arms in connection with their military duties when appropriate and will seek official weapons training and qualifications, including warfare qualifications when available.

8. Respect. When sharing their own religious convictions, chaplains and RPs will fully honor and support the right of others to maintain and to determine their own religious convictions. Chaplains and RPs will not attempt to convert other individuals to their own faith without explicit permission from those individuals.

9. Confidentiality. Chaplains and RPs will adhere to the Navy's policy on confidentiality and will not betray the trust that is placed in them.

10. Collaborative Care. Chaplains and RPs will use the full range of their abilities and authority to care for those they serve, collaborating appropriately with the chain of command and other care-related service providers to ensure maximum delivery of care. They will not exceed their competence when providing care but will make appropriate referrals as required. Chaplains will make every reasonable effort to arrange for the provision of care by another chaplain, RMP, or care-related service provider when the tenets of their RO preclude them from providing direct care to an individual.

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## THE CHAPLAIN CORPS' GUIDING PRINCIPLES

The CHC's Guiding Principles identify the distinguishing character, culture, and beliefs of the CHC. These principles communicate the values that hold the CHC together as an institution and serve as a point of reference for chaplains throughout their careers.

### Navy Chaplains - Called To Serve

We are religious leaders and naval officers.  
We are faithful to our calling as chaplains and strive  
to grow in our faith.

We have taken an oath to support and defend the  
Constitution of the United States, and will faithfully  
discharge our duties.

We respect the dignity of those we serve.  
We seek to understand cultural and religious values  
that differ from our own.  
We believe the right to exercise our faith is best  
protected when we protect the rights of all to worship  
or not worship as they choose.

We work together to meet religious needs.  
We are called to serve our people, the Naval Service  
and each other.

We hold sacred the trust placed in us.

We Are Navy Chaplains



# Privacy Act Data Cover Sheet

To be used on  
all documents  
containing personal  
information

## DOCUMENTS ENCLOSED ARE SUBJECT TO THE PRIVACY ACT OF 1974

Contents shall not be disclosed, discussed, or shared with individuals unless they have a direct need-to-know in the performance of their official duties. Deliver this/these document(s) directly to the intended recipient. **DO NOT** drop off with a third-party.

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# Privacy Act Data Cover Sheet

**DISCRIMINATION COMPLAINT OF**  
**Mr. Jason Heap DON# 14-00022-02823**

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*The U.S. Equal Employment Opportunity Commission*

## NOTICE OF APPEAL/PETITION TO THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

OFFICE OF FEDERAL OPERATIONS

P.O. Box 77960

Washington, DC 20013

### Complainant Information: (Please Print or Type)

Complainant's name (Last, First, M.I.):	
Home/mailling address:	
City, State, ZIP Code:	
Daytime Telephone # (with area code):	
E-mail address (if any):	

### Attorney/Representative Information (if any):

Attorney name:	
Non-Attorney Representative name:	
Address:	
City, State, ZIP Code:	
Telephone number (if applicable):	
E-mail address (if any):	

### General Information:

Name of the agency being charged with discrimination:	
Identify the Agency's complaint number:	
Location of the duty station or local facility in which the complaint arose:	
Has a <b>final action</b> been taken by the agency, an Arbitrator, FLRA, or MSPB on this complaint?	<input type="checkbox"/> Yes; Date Received _____ (Remember to attach a copy) <input type="checkbox"/> No <input type="checkbox"/> This appeal alleges a breach of settlement agreement
Has a complaint been filed on this same matter with the EEOC, <u>another</u> agency, or through any <u>other</u> administrative or collective bargaining procedures?	<input type="checkbox"/> No <input type="checkbox"/> Yes (Indicate the agency or procedure, complaint/docket number, and attach a copy, if appropriate)
Has a civil action (lawsuit) been filed in connection with this complaint?	<input type="checkbox"/> No <input type="checkbox"/> Yes ( <b>Attach a copy of the civil action filed</b> )

**NOTICE:** Please attach a copy of the final decision or order from which you are appealing. If a hearing was requested, please attach a copy of the agency's final order and a copy of the EEOC Administrative Judge's decision. Any comments or brief in support of this appeal **MUST** be filed with the EEOC **and** with the agency **within 30 days** of the date this appeal is filed. The date the appeal is filed is the date on which it is postmarked, hand delivered, or faxed to the EEOC at the address above.

Signature of complainant or complainant's representative:	
Date:	

EEOC Form 573 REV 1/01

## PRIVACY ACT STATEMENT

(This form is covered by the Privacy Act of 1974, Public Law 93-597. Authority for requesting the personal data and the use thereof are given below.)

1. **FORM NUMBER/TITLE/DATE:** EEOC Form 573, Notice of Appeal/Petition, January 2001
2. **AUTHORITY:** 42 U.S.C. § 2000e-16
3. **PRINCIPAL PURPOSE:** The purpose of this questionnaire is to solicit information to enable the Commission to properly and efficiently adjudicate appeals filed by Federal employees, former Federal employees, and applicants for Federal employment.
4. **ROUTINE USES:** Information provided on this form will be used by Commission employees to determine: (a) the appropriate agency from which to request relevant files; (b) whether the appeal is timely; (c) whether the Commission has jurisdiction over the issue(s) raised in the appeal, and (d) generally, to assist the Commission in properly processing and deciding appeals. Decisions of the Commission are final administrative decisions, and, as such, are available to the public under the provisions of the Freedom of Information Act. Some information may also be used in depersonalized form as a data base for statistical purposes.
5. **WHETHER DISCLOSURE IS MANDATORY OR VOLUNTARY AND EFFECT ON INDIVIDUAL FOR NOT PROVIDING INFORMATION:** Since your appeal is a voluntary action, you are not required to provide any personal information in connection with it. However, failure to supply the Commission with the requested information could hinder timely processing of your case, or even result in the rejection or dismissal of your appeal.

Send your appeal to:

The Equal Employment Opportunity Commission  
Office of Federal Operations  
P.O. Box 77960  
Washington, D.C. 20013

*This page was last modified on January 9, 2009.*

**TAB A**

(Agency Use Only)  
AGENCY DOCKET NO.

FORMAL COMPLAINT OF DISCRIMINATION

DON-14-00022-02823

1. Name of Complainant

Jason Daniel Heap

2. Are you being represented?

☒ YES (If so, complete 2a-2c below)

☐ NO (Continue with Question No. 3)

1a. Address (incl: City, State, Zip)

c/o Cohen Milstein Sellers & Toll  
1100 New York Avenue NW, Suite 500  
Washington, D.C. 20005

2a. Name of Representatives

Matthew A. Smith, Esq.  
Times Wang, Esq.

2b. Address (incl: City, State, Zip)

Cohen Milstein Sellers & Toll  
1100 New York Ave NW Suite 500  
Washington, D.C. 20005

1b. Home Telephone (incl: area code)

Please contact counsel Matthew A. Smith or  
Times Wang, 202-408-4600

2c. Work Telephone (incl: area code)

202-408-4600  
Comm: N/A  
DSN: N/A

3. Are you now working for the Department of the Navy?

☐ YES (Complete 3a-3b)

☒ NO (Continue with Question No. 4)

3a. Name of Activity where you work:

3b. Street Address of your activity (incl: City, State, Zip)

4. Present Job Title, Series and Grade:

Assistant Principle, (b) (6)

William F. Moran  
Vice Admiral, U.S. Navy  
Chief of Naval Personnel

Mark L. Tidd  
Rear Admiral. U.S. Navy  
Chief of Navy Chaplains

Captain, U.S. Navy  
Executive Assistant, Chief of Chaplains of the Navy

All members of May 2014 Chaplain Appointment and Retention Eligibility Board that rejected the application of Jason Daniel Heap to serve as a U.S. Navy Chaplain.

All members of the Armed Forces Chaplains Board that in July 2014 received the application of The Humanist Society to act as the ecclesiastical endorser for Mr. Heap's application to serve as a U.S. Navy Chaplain.

6. Date(s) on which most recent alleged discrimination occurred:

Month	May	Day	27	Year	2014
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FORMAL COMPLAINT OF DISCRIMINATION

(Agency Use Only)  
AGENCY DOCKET NO.  
DON-14-00022-02823

7. You believe you were discriminated against on the basis of your:  
(Check below)

<input type="checkbox"/>	<b>RACE</b> (If so, state your race)	<input type="checkbox"/>	<b>NATIONAL ORIGIN</b> (If so, state origin)
<input type="checkbox"/>	<b>COLOR</b> (If so, state your color)	<input type="checkbox"/>	<b>SEX</b> Male Female
<input checked="" type="checkbox"/>	<b>RELIGION</b> (If so, state your religion) Humanist	<input type="checkbox"/>	<b>AGE</b> Date of Birth

<input type="checkbox"/>	<b>DISABILITY</b> (Please describe)  <div style="display: flex; justify-content: space-between;"> <span>Mental</span> <span>Physical</span> </div>
<input type="checkbox"/>	<b>REPRISAL</b> (If so, date and description of prior protected activity)

8. Have you discussed your complaint with an EEO Counselor?  
☒ **YES**      ☐ **NO**

Name of Counselor: (b) (6)

Date of Initial EEO Contact: June 11, 2012

Date of Final Interview: July 16, 2014

9. EXPLAIN SPECIFICALLY HOW YOU WERE DISCRIMINATED AGAINST (That is, treated differently from other employees or applicants, because of your race, color, religion, sex, national origin, age, mental or physical disability, or reprisal.) (If your complaint involves more than one allegation, list and number each allegation separately and furnish specific, factual information in support of each.)

Allegation No. 1 (include basis(es) (See Question No. 7):

See attached

(Use additional sheets if necessary)



FORMAL COMPLAINT OF DISCRIMINATION

(Agency Use Only)  
AGENCY DOCKET NO.

DON-14-00022-02823

10. WHAT SPECIFIC CORRECTIVE ACTION DO YOU WANT TAKEN ON YOUR COMPLAINT?  
(If your complaint involves more than one allegation, state corrective action desired for each separate allegation.)

Instatement as a U.S. Navy chaplain and backpay.

11. WITH REGARD TO THE ALLEGATIONS DESCRIBED IN Question No. 9, HAVE YOU:

- ☐ filed a grievance through the negotiated grievance procedure?  
If so, date filed \_\_\_\_\_.
- ☐ filed an appeal with the Merit Systems Protection Board? If so, date filed \_\_\_\_\_.
- ☐ filed a civil action in U.S. District Court? If so, date filed \_\_\_\_\_.

(b) (6)

ent

13. Date Signed

28 July 2014

14a. Received by:

(b) (6)

(Signature)

b. Typed Name & Title

c. Activity Name and Address:

BUREAU OF NAVAL PERSONNEL  
ERO AND DIVERSITY BRANCH  
5720 INTEGRITY DRIVE BLDG 791  
MILLINGTON TN 38055-0000

d. Telephone (incl: area code)

Comm: (901) 874-3023

DSN 862-3023

15. Complaint was:

☒ Mailed:

Postmark date 31 July 2014

Received date 1 Aug 2014

☐ Hand Delivered:

Date \_\_\_\_\_

14a. Received by:

\_\_\_\_\_  
(Signature)

b. Typed Name & Title

c. Activity Name and Address:

BUREAU OF NAVAL PERSONNEL

EEO AND DIVERSITY BRANCH

5720 INTEGRITY DRIVE BLDG 791

MILLINGTON TN 38055-0000

d. Telephone (incl: area code)

Comm: (901) 874-3023

DSN 882-3023

15. Complaint was:

☐ Mailed:

Postmark date \_\_\_\_\_

Received date \_\_\_\_\_

☐ Hand Delivered:

Date \_\_\_\_\_



## **INTRODUCTION**

This Formal Complaint of Discrimination challenges the Navy's rejection of an application by Jason Daniel Heap to serve in the U.S. Navy Chaplain Corps because of Mr. Heap's religious beliefs, in violation of Title VII and the U.S. Constitution. Jason Daniel Heap is an Oxford University-educated instructor in ecclesiastical history and theology who has spent twenty-one years leading religious services and teaching in the United States and internationally. After consulting with religious and academic colleagues and mentors, Mr. Heap applied to become a chaplain in the U.S. Navy Chaplain Corps. Navy representatives initially welcomed and encouraged Mr. Heap, and even offered to expedite his application in order to ensure its speedy approval. Buoyed by the Navy's encouragement, Mr. Heap made a number of personal and financial sacrifices during his application, including paying out-of-pocket for several international trips necessary to the application process, medical examination fees, and relinquishing his British legal residency status and the significant benefits attendant thereto.

During this period of active encouragement, Navy recruiters assumed Mr. Heap would apply as a Christian. Once it discovered that Mr. Heap is a Humanist, however, the Navy's attitude darkened considerably. Indeed, Mr. Heap's disclosure of his religious beliefs prompted an eleven month period of delay and obfuscation as to the status of his application, culminating in the Navy denying Mr. Heap's application in May 2014.

Mr. Heap's application was not denied because of any fault in his abilities or credentials or because a better-qualified applicant emerged to take his place. Indeed, Mr. Heap's qualifications and experience far exceed the standards articulated by the Navy for accepting applicants. Rather, the Navy denied his application because the Navy refuses to recognize his

beliefs as a religion. Notwithstanding the parochial concept of religion imposed by the Navy Chaplain Corps, Mr. Heap's Humanist beliefs are religious convictions within the meaning of Title VII and the First and Fifth Amendments. These laws prohibit the Navy's discriminatory denial of Mr. Heap's application on the basis of his religious views.

## **I. DEFINITIONS**

**Humanism.** "Humanism" as described herein is the belief system of the Humanist Society, Jason Heap's endorsing agency. Humanists of the Humanist Society, including Jason Daniel Heap, identify with the Humanist Manifesto III: Humanism and its Aspirations, drafted in 2003 by the American Humanist Association as a contemporary expression of progressive humanist beliefs. *See* American Humanist Society, *Humanist Manifesto III*, [http://americanhumanist.org/humanism/Humanist\\_Manifesto\\_III](http://americanhumanist.org/humanism/Humanist_Manifesto_III) (accessed July 28, 2014) ("Manifesto III"). The Manifesto identifies ethical principles that are just as central and guiding as the moral precepts developed in religious traditions that emphasize the centrality of a god or gods. Unlike such traditions, Humanism emphasizes ethical principles and avenues to the ultimate goal of human flourishing, regardless of the existence of a god, based upon a fundamental commitment to "treating each person as having inherent worth and dignity." Manifesto III. Humanism does not accept supernatural explanations of natural phenomena. Rather, Humanism emphasizes ethical principles that exist as a matter of fundamental conviction separate and apart from belief in a god. Adherents to Humanism are referred to as "Humanists."

**Theism and Non-Theism.** "Theism" refers to a belief system that is organized around and requires the existence of a god or gods. "Non-theism" refers to a belief system that, like Humanism, is not organized around, and does not require, the existence of a deity.

**Atheism.** "Atheism" means a lack of a belief in a god or gods. In common usage, atheism may mean anti-theism, belief that there is no god, or may be used as a personal identifier for someone who otherwise holds humanistic beliefs.

**Agnosticism.** "Agnosticism" refers to a belief system positing that the existence or non-existence of a god is unknowable.

## **II. BACKGROUND OF THE U.S. NAVY CHAPLAINCY PROGRAM**

### **A. The Navy's System for Chaplain Recruitment**

The U.S. Navy Chaplain Corps is established by statute and administered pursuant to regulations prescribed by the Secretary of the Navy. *See* 10 U.S.C. § 5142(a) (1997). Chaplain recruitment is governed in part by Secretary of the Navy Instruction ("SECNAVINST") 5351.1 and Department of Defense Instruction ("DoDI") 1304.28. SECNAVINST 5351.1 provides that applications for a Navy chaplaincy are reviewed by a Chaplain Appointment and Retention Eligibility Advisory Group ("CARE Board"). The CARE Board "reviews professional qualifications and forwards a recommendation regarding a [chaplain applicant] to the [U.S. Navy Chief of Chaplains]." SECNAVINST 5351.1, ¶ 5(c) (2011). The Chief of Chaplains, in turn, "approves or disapproves the recommendation and then forwards it to the [Chief of Naval Personnel]," who makes the final determination as to whether the applicant is accepted or denied. *Id.*

An applicant for the chaplaincy must also demonstrate that the applicant has received the endorsement of a qualified religious organization. *See* DoDI 1304.28 ¶ 6.1 (2004). Department of Defense ("DoD") and Navy instructions create a two-track system for endorsements submitted by religious organizations. If the applicant's endorsing organization has previously endorsed an applicant who was accepted, the applicant need file only a single form indicating the ecclesiastical endorsement of his or her religious organization. *Id.* ¶ 6.1.1.1. If, however, the

applicant's endorsing organization has *not* previously endorsed a successful applicant, the endorsing religious organization must submit concurrent documentation for review and approval by the Armed Forces Chaplains Board ("AFCB"). That documentation must demonstrate that the religious organization:

- "is organized as an entity functioning primarily to perform religious ministries to a non-military lay constituency and currently holds a section 501(c)(3) exempt status . . . as a church for Federal tax purposes from the Internal Revenue Service . . ." DoDI 1304.28 ¶ E3.1.3.1;
- "possesses ecclesiastical authority to grant and withdraw initial and subsequent ecclesiastical endorsement for ministry in the Armed Forces." *id.* ¶ E3.1.3.2;
- "verifies the religious organization shall provide chaplains who shall function in a pluralistic environment . . . and who shall support directly and indirectly the free exercise of religion by all members of the Military Services, their family members, and other persons authorized to be served by the military chaplaincies" *id.* ¶ E3.1.3.3; and
- "agrees to abide by all DoD Directives, Instructions, and other guidance and with Military Department instructions and policies on the qualification and endorsement of RMPs for service as military chaplains." *Id.* ¶ E3.1.3.4.

**B. Status of Non-Theist Service Members in the Navy**

The Navy professes to recruit "from a wide variety of sources in furtherance of maintaining a diverse chaplain corps[.]" SECNAVINST 5351.1. ¶ 5(a). The Navy claims that "[c]onsideration is given to religious diversity, particularly where a [chaplain candidate's religious organization] is not currently represented in the [Chaplain Corps], but is represented by Service members in the [Navy]." *Id.*

According to official Department of Defense statistics, approximately 30% of service members self-identify as atheist, agnostic, or as having no religious preference at all. *See, e.g.*, 2012 MAAF Department of Defense Religious Preference and Chaplain Support Study, <http://www.militaryatheists.org/resources/MAAF%20DoD%20Demo%202012.xlsx> (accessed July 30, 2014). Although not all of these service members espouse Humanism, a Humanist

chaplain is well equipped to minister to this portion of the Navy population because Humanists are committed to ecumenism and are not required by their faith to emphasize the centrality of a god according to a defined religious belief system. In addition, the Defense Equal Opportunity Management Institute in 2010 conducted a survey that found that 3.6% of the military as a whole identifies as Humanist, which is a larger percentage than any non-Christian denomination. *See Religious Diversity in the U.S. Military*, Military Leadership Diversity Commission, available at <http://militaryatheists.org/resources/MLDC-RIPSDemographics.pdf> (accessed July 30, 2014).. The Navy currently has no chaplains able to provide authentic support to the Humanist community.

Despite the presence of these active-duty service members who could be served by a Humanist chaplain, the Navy has never approved a Humanist as a chaplain. The Navy's ongoing refusal to allow a Humanist to serve as chaplain runs directly counter to the Navy's stated policy of "religious diversity" and of recruiting chaplains whose beliefs are represented among the Navy population but not yet among the Navy chaplains. *See* SECNAVINST 5351.1. ¶ 5(a).

Even prior to Mr. Heap's application to become a Navy chaplain, official Navy governing bodies responsible for appointment of military chaplains recognized an increasing demand for recognition among non-theist service members. Minutes of the Armed Forces Chaplains Board ("AFCB") meeting held on December 12, 2012 reflect on-going discussions concerning "the way-ahead to address requests for religious support from non-religious groups." However, the AFCB's reference to non-theist service members as "non-religious" only reflects the AFCB's mistaken and discriminatory assumption that non-theists do not practice religion within the meaning of Title VII and the First and Fifth Amendments to the U.S. Constitution.

### **III. THE NAVY DENIES JASON DANIEL HEAP'S APPLICATION TO BECOME A CHAPLAIN BECAUSE HE IS A HUMANIST**

#### **A. The Navy Encourages Mr. Heap to Become a Chaplain Before Learning of His Humanist Beliefs**

Mr. Heap contacted Chaplains Program Officer and Navy Chaplain Lt. (b) (6) in February 2013 to inquire about becoming a chaplain. After reviewing Mr. Heap's credentials, Lt. (b) (6) told Mr. Heap that Mr. Heap's academic record and international experience make him a highly qualified candidate for a Navy chaplaincy. Lt. (b) (6) encouraged Mr. Heap to apply.

DODI 1304.28 requires that an applicant for a Navy chaplaincy receive the endorsement of a religious organization. Mr. Heap made it clear to Lt. (b) (6) in their initial discussions that he did not know which religious organization would provide him the endorsement required by DODI 1304.28. Lt. (b) (6) reassured Mr. Heap that his own endorser, the Evangelical Christian Alliance ("ECA"), would endorse Mr. Heap. Indeed, Lt. (b) (6) offered to speak with members of the ECA's endorser board with whom he had connections on Mr. Heap's behalf.

At Lt. (b) (6) suggestion, Mr. Heap began to apply for an endorsement from the ECA, but concluded that the ECA did not accurately reflect his religious views. Mr. Heap then requested an endorsement from The Humanist Society, an Internal Revenue Code § 501(c)(3) organization qualified as a church under Code § 170(b)(1)(A)(i). In his application to the Humanist Society, Mr. Heap explained that he sought The Humanist Society's endorsement because of his "practical and professional experience in working with people of varying beliefs—including Humanism, which is now the direction and foundation of my own personal beliefs. My travels around the world have given me insight into the need for interfaith religious

dialogue, and I would hope that this would be beneficial to an organization such as the U.S. Military.”

Prior to his consultations with Lt. (b) (6) Mr. Heap held legal resident status in the United Kingdom, due to his long-term, unmarried domestic partnership with a British citizen. Lt. (b) (6) advised that Mr. Heap allow his United Kingdom residency status to expire, in order to improve his chances of success as a chaplaincy candidate, as Lt. (b) (6) was concerned that more senior officials within the Navy’s hierarchy would confuse “legal residency” with “dual citizenship,” thus negating Mr. Heap’s application. Thus, Mr. Heap allowed his U.K. residency to lapse in October 2013, with severe immigration and employment ramifications. Specifically, despite being legally married to a British citizen, Mr. Heap may only enter the U.K. as a “visitor,” and no longer has access to benefits such as employment insurance or health care under the U.K. National Health Service.

At the request of Philadelphia-based Navy recruiter Lt. (b) (6) Mr. Heap collected documents, including a Certificate of his license to serve as a Minister from the First Baptist Church in LaGrange, Texas, and sent them to Lt. (b) (6) in support of his application.

In June 2013, Mr. Heap was serving as Director of Studies at an English language academy in China. Following additional suggestions from Lt. (b) (6) Mr. Heap traveled at his own expense from China to Philadelphia in order to continue the chaplaincy application process. Mr. Heap paid out of his own pocket for private medical examinations and passed medical exams required by DODI 1304.28. Mr. Heap interviewed with U.S. Marine Chaplain (Lt. Commander, Retired) Rabbi (b) (6) who gave Mr. Heap a perfect ranking in his assessment of Mr. Heap’s qualifications to serve as chaplain.



Mr. Heap then travelled at his own expense to meet Lt. (b) (6) in Harrisburg, PA, who reiterated his conviction that Mr. Heap is highly qualified. Lt. (b) (6) told Mr. Heap that he would do what he could to “fast-track” Mr. Heap’s application so that Mr. Heap could appear before a Chaplain Appointment and Retention Eligibility Board (“CARE Board”) the following month, in July 2013, or August 2013 at the latest.

As of June 2013, Mr. Heap had submitted all paperwork required by the DoD and U.S. Navy to support his application, except for the paperwork identifying his endorsing religious organization. *See* DODI 1304.28 6.1.1.1-2. Mr. Heap also completed and submitted a Form SF 86 security clearance application. In June, when Lt. (b) (6) offered Mr. Heap the opportunity to “fast-track” his appearance before a July 2013 CARE Board, and Rabbi (b) (6) gave Mr. Heap a perfect ranking of his qualifications to serve as chaplain, neither they nor the Navy was aware that Mr. Heap would be endorsed by The Humanist Society.

**B. The Navy Discovers Mr. Heap’s Humanist Beliefs and Rejects His Application**

The Navy learned Mr. Heap’s religious convictions for the first time in late June 2013 as The Humanist Society began processing its paperwork in support of Mr. Heap’s application. Thereafter, the Navy’s treatment of Mr. Heap’s application changed radically. Lt. (b) (6) contacted Mr. Heap and notified him that being endorsed by the Humanist Society rather than the ECA could pose a problem for his application. Although Mr. Heap’s application was completed as of early-July 2013, and despite Lt. (b) (6) offer to expedite Mr. Heap’s application and appearance before the July 2013 CARE Board, the processing of Mr. Heap’s application stalled after the Navy became aware that Mr. Heap is a Humanist.

Soon after Mr. Heap’s application to the Navy, political pressure mounted on the Department of Defense to deny his application. Twenty-one members of Congress submitted a



letter to Secretary of Defense Chuck Hagel, with copies to Secretary of the Navy Ray Mabus and Chief of Navy Chaplains Rear Admiral Mark L. Tidd. "to express [their] concern that the Department of Defense . . . is processing applications for a humanist endorsing agent and humanist chaplain," specifically referencing "Jason Heap's application to the Navy to serve as a humanist chaplain." The American Center for Law and Justice submitted a similar letter to Secretary Hagel describing Mr. Heap as "non-religious" and opposing his candidacy. Representative John Fleming (R-La.) introduced legislation in the U.S. House of Representatives to prevent the Department of Defense from accepting Humanist chaplains, claiming that "[t]he notion of an atheist chaplain is nonsensical; it's an oxymoron[.]" FoxNews.Com, *Religious Scholar Who Doesn't Believe in God Wants to Become Navy Chaplain* (July 30, 2013). Controversy erupted in the media, with media outlets reporting in both TV and print that an "atheist" had applied to become a chaplain.

In the midst of this growing media and political maelstrom, Mr. Heap wrote to Lt. (b) (6) on July 12, 2013, telling him that "I am now very worried that assembling the documentation for my application is taking so long, especially since it has been 3 weeks since I interviewed with Rabbi (b) (6) and almost 2 weeks since I sent [other application documents.] Could you please reassure me that my kit will be completed and forwarded by the end of today/Friday, in order for me to appear before the next [CARE Board] meeting[?]"

Around the same time, a representative of The Humanist Society contacted Navy Chief of Chaplains Tidd and offered to discuss Mr. Heap's application. Rear Admiral Tidd responded through a subordinate that "[w]hile I understand your desire to discuss your organization and to incorporate humanists into the Navy Chaplain Corps," the Rear Admiral "respectfully declines" The Humanist Society's meeting request. Subsequent attempts by The Humanist Society to meet

with Navy recruitment personnel and discuss Mr. Heap's candidacy were met with similar rejections.

The Humanist Society contacted U.S. Air Force Colonel (b) (6) the Executive Director of the Armed Forces Chaplains Board ("AFCB") in early September 2013, seeking any information on the status of Mr. Heap's application. Col. (b) (6) acknowledged that the Humanist Society's administrative filing in support of Mr. Heap's application "is complete and has been essentially ready for two months." However, Col. (b) (6) claimed the AFCB had not yet received a determination from the Navy that Mr. Heap was qualified for a chaplaincy, and therefore the AFCB would not act on The Humanist Society's application to serve as Mr. Heap's endorser. Col. (b) (6) told The Humanist Society representative to tell Mr. Heap "to speak with his Navy recruiter regarding the status of his application package[.]"

There was finally some progress in December 2013, and then in January 2014, when Mr. Heap had a meeting at the U.S. Embassy in London regarding his security clearance. But any hope that this marked a return to the expeditious processing of his application was soon lost, as Mr. Heap continued to unsuccessfully attempt to obtain information on the status of his application from his Navy recruitment officers. Specifically, Lt. (b) (6) informed Mr. Heap that his application remained under "administrative review" and that he had "nothing more to pass on." A new Navy Chaplain recruiter, Father Lt. (b) (6), became responsible for Mr. Heap's application in March 2014, but was similarly unable or unwilling to give him any information other than that "[t]here is still no definitive timeline" for processing Mr. Heap's application. After receiving unanimous encouragement from Lt. (b) (6) and other Navy representatives up until the moment Mr. Heap's Humanist religious views became known, Mr. Heap received no meaningful update on the status of his application.

After months of delay and deflection by Navy recruitment officials. The Humanist Society and legal counsel for the American Humanist Association asked the Navy for an update on the status of Mr. Heap's application. In response to the letter from legal counsel, on March 28, 2014, while Mr. Heap was in Abu Dhabi, the Navy invited Mr. Heap to appear for a CARE Board on April 8, 2014 in Washington, D.C. Given the short notice and extensive travel required, Mr. Heap agreed to appear at the May 13, 2014 meeting. Mr. Heap appeared at a CARE Board meeting on May 13, 2014 at the Pentagon.

On May 27, two weeks after Mr. Heap appeared before the CARE Board, Lt. (b) (6) contacted Mr. Heap and told him that his application had been denied. Mr. Heap requested a written denial stating reasons for the decision, and received a letter signed by Captain (b) (6) (b) (6) rejecting his application. The letter provided no reason for the denial.

#### **IV. JASON DANIEL HEAP EXCEEDS ALL NAVY AND DOD QUALIFICATIONS**

Jason Daniel Heap's application to become a Navy Chaplain far exceeds the standards prescribed by the Navy and DoD for acceptance into the Chaplain Corps. *See* DoDI 1304.28 (June 11, 2004); SECNAVINST 5351.1 (April 21, 2011).

##### **A. The Humanist Society, Mr. Heap's Endorsing Organization, Meets all Navy and DoD Requirements for an Endorsing Religious Organization**

Department of Defense and Navy instructions require a chaplain applicant to demonstrate that he or she has received the endorsement of a "qualified religious organization." DoDI 1304.28 ¶ 6.1. The applicant must demonstrate this endorsement by submitting with his application a DD Form 2088, "Statement of Ecclesiastical Endorsement."

In support of his application to serve as a U.S. Navy Chaplain, Mr. Heap received the endorsement of The Humanist Society, a 501(c)(3) organization qualified as a church under Internal Revenue Code § 170(b)(1)(A)(i). Founded in 1939, The Humanist Society prepares



Humanist Celebrants to lead ceremonial observances, including weddings and funerals, across the nation and worldwide, and aims to strengthen Humanist communities. The Humanist Society provided the Navy with its endorsement of Jason Heap and administrative documentation meeting the requirements of DODI 1304.28 on July 2, 2013.

**B. Mr. Heap's Application Demonstrates His Willingness and Ability to Support the Free Exercise of Religion in a Pluralistic Religious Environment**

DoD instructions require that chaplains must be "willing to function in a pluralistic environment . . . and willing to support directly and indirectly the free exercise of religion" by service members and their families. DoDI 1304.28 ¶ 6.1.2. The instructions define a "pluralistic environment" as one in which "a plurality of religious traditions exist side-by-side." DoDI 1304.28 E.2.1.8. In addition, the instructions require that the applicant have 2 years of religious ministry experience that is "compatible with the duties of the [applicant] in their respective religious organization and relevant to the settings of the military chaplaincy." *Id.* ¶ 6.1.3.

Mr. Heap's application demonstrated his willingness and ability to serve a plurality of religious traditions. His application detailed his career in ministry, which began at the First Baptist Church in LaGrange, Texas, where he led missionary work and became a licensed minister in 1993. At the First United Methodist Church in Crowley, Texas, Mr. Heap led weekly worship services through music and liturgy, regularly delivered sermons for the church, and led in the Memorial Supper. While in Texas, Mr. Heap regularly volunteered time with the interfaith chaplaincy program at Dallas/Forth Worth International Airport under the supervision of the Rev. Col (b) (6) (Ret. U.S. Air Force). Mr. Heap also officiated numerous weddings and funerals, one with full military honors at the National Cemetery in Dallas for a World War II Navy veteran.

Mr. Heap continued his ministry while teaching and pursuing his education outside the United States. After completing his degree at The University of Oxford and Sheffield Hallam University, Mr. Heap taught religious education classes in the United Kingdom and led Easter and Christmas services for the Matthew Humberstone Church of England School. Mr. Heap relocated to Kuwait in 2008 to become Headteacher at Cambridge English School, where Mr. Heap taught Christian ethics classes to Coptic and Protestant Christians and facilitated communications with local Shi'ite and Sunni Muslim Imams. In 2010, Mr. Heap relocated to Nigeria to become Director of Studies at The Capital Science Academy in Abuja, where Mr. Heap counseled Christian and Muslim students on religious issues and assisted the school's Imam with preparation for Muslim holy events while teaching classes in Christian theology with the school's Pastor.

Mr. Heap's application also reported that in the course of his ministerial work, he has officiated at weddings and funerals, performed baptisms, led hospital visitations, counseling sessions, and Bible studies classes, and has performed Communion services on more than forty separate occasions. In total, his application presented more than the required 2 years of work ministering to people of all faiths and backgrounds in community, academic, and traditional ministry settings.

**C. Mr. Heap Is Educationally Qualified to Serve as a Chaplain**

DoD directives require chaplains to be "educationally qualified," meaning that they have received a bachelor's degree and post-bachelor's degree of greater than 72 credit hours "in the field of theological or related studies." DoDI 1304.28 ¶ 6.1.4. Mr. Heap's application included his educational background, which includes a Bachelor's in Philosophy and Practical Theology (double majors) from Howard Payne University in Brownwood, Texas; a Master's of Divinity in Counselling and Religion from Brite Divinity School--Texas Christian University, and a Master

of Studies from The University of Oxford in Ecclesiastical History, awarded by the Faculty of Theology. Mr. Heap also successfully completed a Post-Graduate Certificate in Education with Qualified Teacher Status (11—18 Religious Studies) from Sheffield Hallam University, to prepare him to work as a Teacher of Religious Education in the UK's state-maintained school sector. Mr. Heap's resume also noted his Ed.D. in Education (Administrator Leadership for Teaching and Learning) in an online program through Walden University in Minneapolis, Minnesota, in which he held a GPA of 4.0, and his membership in three academic honors societies.

**D. Mr. Heap's Application Satisfies All Remaining Requirements**

DoD and Navy directives also require chaplains to meet prescribed physical standards, affirm they will abide by all applicable laws and instructions of the DoD and the Navy, be able to complete 20 years of active service by age 68, and be of good moral character and unquestioned loyalty to the United States. *See* DoDI 1305.28 ¶ 6.4; OPNAVINST 1120.9 ¶¶ 1-4.

Mr. Heap's application presented that he was capable of completing all required physical standards, including swimming, running, and weight-lifting ability. At the time of his application, Mr. Heap was 37 years old, and therefore able to complete 20 years of active service by age 60. Mr. Heap's application further reflected that he had no police record, no history of drug abuse or activity, and no history of financial mismanagement such as bankruptcy or delinquency on debt.

Mr. Heap has long felt, and continues to feel, a strong calling to serve as a military chaplain. He began planning for a career in the chaplaincy during his time at Brite Divinity School. An opportunity to study at Oxford temporarily suspended these plans, but returning to the U.S. and joining the military as a chaplain has remained one of Mr. Heap's lifelong ambitions.

## **V. COMPLAINT OF DISCRIMINATION**

Title VII of the Civil Rights Act of 1964 makes it unlawful for an employer “to fail or refuse to hire . . . any individual . . . because of such individual’s . . . religion[.]” 42 U.S.C. § 2000e-2(a)(1). Equal Employment Opportunity Commission regulations define “religion” within the meaning of Title VII “to include moral or ethical beliefs as to what is right and wrong which are sincerely held with the strength of traditional religious views.” 29 C.F.R. § 1605.1

Title VII applies to “[a]ll personnel actions affecting employees or applicants for employment (except with regard to aliens employed outside the limits of the United States) in military departments,” including the Department of the Navy. 42 U.S.C. § 2000e-16.

Mr. Heap is a civilian applicant for the chaplaincy. He is not a uniformed member of any of the U.S. armed services.

Mr. Heap’s Humanist beliefs meet the definition of “religion” under Title VII. As delineated in Humanist Manifesto III, “Humanism is a progressive philosophy of life that, without supernaturalism, affirms our ability and responsibility to lead ethical lives of personal fulfillment that aspire to the greater good of humanity.” Manifesto III. The Manifesto addresses fundamental questions undertaken by traditionally recognized religions such as the place of human beings in nature and the fundamental rules regulating ethical conduct, the means of attaining personal fulfillment in life, and the source of human knowledge about the world. Like many Humanists, Mr. Heap believes that Humanism is an ethical life stance that affirms that human beings have the right and responsibility to give meaning and shape to their lives. Mr. Heap adheres to the values and fundamental principles within the Manifesto sincerely and with the strength of traditional religious views.

The Navy, through its officers Chief of Naval Personnel Ray Mabus, Chief of Chaplains of the U.S. Navy Rear Admiral Mark L. Tidd, the members of the May 2014 CARE Board that

reviewed Jason Daniel Heap's candidacy to become chaplain, and the Armed Forces Chaplains Board that reviewed Mr. Heap's ecclesiastical endorsement by The Humanist Society (collectively, "Respondents"), acting in their official capacities, discriminated against Jason Daniel Heap on the basis of his Humanist religious beliefs by denying, or recommending or concurring with the denial, of his application to become a U.S. Navy Chaplain because he is a Humanist. *See* 42 U.S.C. § 2000e-2(a)(1).

The Navy solicited and encouraged Mr. Heap's application at all times between February and late June 2013. Lt. (b) (6), acting as a Navy Chaplain Recruiter on behalf of the Respondents, encouraged Mr. Heap to apply and informed him that his academic and professional background made him an excellent candidate for the chaplaincy. Lt. (b) (6) even offered to "fast-track" Mr. Heap's appearance before a CARE Board in July 2013 to expedite Mr. Heap's application. Similarly, Mr. Heap's professional interviewer, U.S. Marine Corps Chaplain Rabbi (b) (6), gave Mr. Heap a perfect ranking in his assessment of Mr. Heap's credentials. Mr. Heap's application to become a chaplain met and exceeded all standards for appointment as a Navy chaplain. *See* DoDI 1304.28.

After Mr. Heap's religious views became known to the Navy and the public, the Navy and Department of Defense came under intense pressure from Congress, the media, and interest groups to deny Mr. Heap's application. The Navy's encouragement of Mr. Heap's application transformed into a pattern delay and obfuscation. After Lt. (b) (6) learned that Mr. Heap would be endorsed by The Humanist Society, Lt. (b) (6) warned Mr. Heap that his endorsement would present a problem for his application. Contrary to Lt. (b) (6) previous assurances that Mr. Heap would appear before a July CARE Board, the summer of 2013 passed without Mr. Heap being invited to a CARE Board meeting. Mr. Heap's subsequent requests for



an explanation for this sudden delay produced only reflexive assurances from Lt. (b) (6) and Lt. (b) (6) that his application was "still under administrative review." The Armed Forces Chaplains Board denied repeated requests by a Humanist Society representative for a meeting on the status of Mr. Heap's application. Only after Humanist Society legal counsel threatened potential litigation by letter addressed to Rear Admiral Tidd did the Navy grant Mr. Heap an appearance before a CARE Board.

The Navy chaplaincy has never accepted an openly Humanist chaplain to any position, has consistently rejected applications for lay leader positions within the Navy chaplaincy, has no official resources or training related to Humanist beliefs, and continues to reject requests for dialog from the Humanist community. Thus, the rejection of Mr. Heap's application arises in the context of the Navy chaplaincy's absolute and steadfast opposition to, and discrimination against, Humanist support, resources, education, and discussions.

Mr. Heap's application was denied on or about May 27, 2014, without any explanation of the reasons for the rejection. Further, the Navy has provided no specific reason for the decision to reject Mr. Heap's application in the course of the EEO claim investigation process. Rather, the Navy has pointed to the general acceptance rate of chaplaincy applications, and has offered the general statement that the May 2014 CARE Board considered only Mr. Heap's qualifications. However, the statistical rate of acceptance does not provide a reason why any particular application was rejected. The Navy has failed to identify any defect in Mr. Heap's qualifications that led to the denial of his application.

**TAB B**

BUREAU OF NAVAL PERSONNEL (BUPERS)  
OFFICE OF DIVERSITY AND EEO (BUPERS 0514)  
TOTAL FORCE HUMAN RESOURCES OFFICE  
5720 INTEGRITY DRIVE, BLDG 791 (RM B119)  
MILLINGTON, TN 38055

EEO COUNSELOR'S REPORT

Date Requested: 01 August 2014

Date Submitted: 07 August 2014

EQUAL EMPLOYMENT SPECIALIST:

(b) (6)

PHONE NUMBER:

(b) (6)

AGENCY DOCKET NUMBER:

DON-14-00022-02823

COMPLAINANT'S NAME:

Jason Heap

HOME ADDRESS AND PHONE:

Email Only: (b) (6)

COMPLAINANT'S REPRESENTATIVE:

Wang Times (Attorney)

ADDRESS AND PHONE:

Cohen Milstein Sellers & Toll PLLC  
1100 New York Ave, NW  
Suite 500 East Washington DC 20005  
(202)408-4600

ACTIVITY FILED AGAINST:

BUREAU OF NAVAL PERSONNEL

ACTIVITY ADDRESS:

5720 Integrity Drive  
Building 791  
Millington, TN 38055-0001

ACTIVITY UIC:

00022

COMPLAINANT'S POSITION:

Applicant for an Active Duty Navy Appointment

DEPARTMENT:

Navy Recruiting Command

WORK PHONE:

N/A

BARGAINING AGREEMENT  
INFORMATION:

BARGAINING UNIT MEMBER?

No

BARGAINING UNIT

N/A

NGP EXCLUDES DISCRIM.

**COMPLAINTS?**

**DATE(S) OF ALLEGED INCIDENT(S):**

27 May 2014

**45th DAY AFTER EVENT:**

12 July 2014

**DATE CONTACTED EEO OFFICE:**

12 June 2014

**REASON FOR DELAYED CONTACT:**

N/A

**INITIAL INTERVIEW:**

10 July 2014

**ISSUED NOTICE OF RIGHTS AND RESPONSIBILITIES:**

Yes  
3 July 2014

**ADR:**

Offered during initial  
Interview:

Yes  
CP: Declined  
Mgmt: NA

**ISSUED EXTENSION OF EEO  
COUNSELING:  
NUMBER OF DAYS:**

5

**ISSUED NOTICE OF FINAL INTERVIEW:**

16 July 2014

**DATE FORMAL COMPLAINT FILED:**

31 July 2014

**COMPLAINT BASIS (ES):**

Religion (Humanist)

**PRECISE DESCRIPTION OF THE ISSUE(S) RAISED:**

Was the complainant, Mr. Jason Heap, Applicant for an Active Duty Navy Appointment to the Chaplain Corps, discriminated against on the basis of religion (Humanist) when the Chaplain Appointment Reassignment Eligibility (CARE) Advisory Group rejected his application?

**REMEDY REQUESTED BY THE COMPLAINANT:**

1. Appointment as a U. S. Navy Chaplains Corps.
2. Back Pay

**ALLEGED RESPONSIBLE MANAGEMENT OFFICIAL(S):**

William F. Moran, Vice Admiral, U. S. Navy, Chief of Naval Personnel



**ADDITIONAL WITNESS(ES):**

1. Mark L. Tidd, Rear Admiral, U. S. Navy, Chief of Navy Chaplain Corps
2. (b) (6) Captain, U. S. Navy, Executive Assistant, Chief of Navy Chaplains

**SUMMARY OF INITIAL INTERVIEW WITH THE COMPLAINANT:**

Complainant is an applicant for an active duty commission and appointment in the U.S. Navy Chaplain Corps. The office of the Navy Chief of Chaplains said that all applications for the chaplain corps are reviewed by a Chaplain Appointment and Retention Eligibility Advisory Group (CARE). The Chief of Chaplains approves or disapproves the recommendation and then forwards it to the Chief of Naval Personnel, who by nature of the position makes the final determination as to whether the applicant is accepted or denied; or the Commander of Navy Recruiting Command acting for the Chief of Chaplains. The application process culminated on May 27, 2014, when the CARE advisory group did not select Mr. Heap for commissioning.

**SUMMARY OF FACT FINDING INQUIRY INTO THE ALLEGATIONS:**

The EEO Counselor attempted to interview members of the Chief of Chaplains' office. (b) (6) (b) (6) Captain, U. S. Navy, Executive Assistant, Chief Navy Chaplains, was identified as the Respondent. An inquiry was emailed to Captain (b) (6) CARE Advisory Groups are identified by the date they make their recommendations for acceptance or denial of applicant request. The percentage of applicants for acceptance in the May 2014 CARE Board was less than 50%.

**QUESTIONS FOR RMC (b) (6) , CAPTAIN, U.S. NAVY, EXECUTIVE ASSISTANT, CHIEF NAVY CHAPLAINS.**

1. Is the CARE process governed by the rules of a "Statutory Board?"
2. What is the process the CARE Advisory Group follows when making selections or recommendations for acceptance?
3. Is the "denomination" of an applicant considered during the applicant evaluation?
4. Is it the expectation that applicants if selected will serve any particular denomination or faith?
5. Was Mr. Heap's identification as a "Humanist" the reason his application was denied?
6. Is there anything else you would like to add?

**RESPONSE FROM (b) (6) CAPTAIN, U.S. NAVY, EXECUTIVE ASSISTANT, CHIEF NAVY CHAPLAINS.**

Captain (b) (6) stated that CARE is not a "Statutory Board". However, there are similarities between a statutory board and the CARE Advisory Group; the CARE Advisory Group is governed by DoD, DON, and community regulation. He said that the denomination of an applicant is made known to the Advisory Group by the applicant when he or she submits Department of Defense (DD) form 2088, "Statement of Ecclesiastical Endorsement." However, an applicant's denomination is not a criterion that is weighted or assigned value during the CARE Advisory Group deliberations. The composition of the board is found in COCINST 1110.III. All applicants are expected to agree to serve in a pluralistic environment and support directly and indirectly the free exercise of religion by all members of the military and their family members. Applicants are also expected to provide religious ministry to members of their particular faith group.

Chaplain responsibilities are found in COCINST 1110.1H. Mr. Heap's self-identification was not the determining factor for the declination of his application to the Chaplain Corps. Specific Guidance for the appointment of Chaplains for the Military is found in DOD Instruction 1304.28.

**ADDITIONAL QUESTIONS AND REQUESTS SUBMITTED TO RMO (b) (6)**

**(b) (6) CAPTAIN, U.S. NAVY, EXECUTIVE ASSISTANT, CHIEF NAVY  
CHAPLAINS**

1. Names and contact information for the persons that comprised this CARE Advisory Group?
  2. Copy of the document(s) the CARE Advisory Group used to make the recommendation.
  3. Copy of statements from this group and any other persons involved in the process?
- As of this writing the agencies has acknowledged our request, but a response has not been received.

**DOCUMENTS REVIEWED:**

1. Complainant's Rights and Responsibilities, and Pre-Complaint Election Form dated July 2014.
2. COCINST 1110.1H: Chaplain Appointment and Retention Eligibility Advisory Group, May 2007.
4. DD Form 2088, October 2011: Statement of Ecclesiastical Endorsement.
5. DoD Instruction 1304.28: Guidance for the Appointment of Chaplains for the Military Departments June 11, 2014

**SUMMARY OF INFORMAL RESOLUTION ATTEMPT:**

Informal resolution was offered but declined by the Complainant

**(b) (6)**

Equal Employment Specialist

COCINST 1110.1H

N097

08 May 07

**CHIEF OF CHAPLAINS INSTRUCTION 1110.1H**

From: Chief of Naval Operations (N097)

Subj: CHAPLAIN APPOINTMENT AND RETENTION ELIGIBILITY  
ADVISORY GROUP

Ref: (a) OPNAVINST 1120.9  
(b) DODI 1304.28 of 11 June 2004  
(c) 10 U.S.C. 630

Encl: (1) CARE Information Sheet

1. Purpose. To establish the Chaplain Appointment and Retention Eligibility (CARE) Advisory Group and define its membership, responsibilities, and procedures. The CARE Advisory Group is composed primarily of senior Navy chaplains. In order to ensure diversity, other senior Navy or Marine Corps officers may also be included in the group. The CARE Advisory Group plays an essential role in discerning the fitness and potential of applicants for successful service as chaplains in the Sea Services.

a. Military chaplaincy is, by definition, a specialized ministry that provides religious ministrations and accommodation in a pluralistic institutional environment. Navy chaplains provide religious ministry to the Navy, Marine Corps, Coast Guard and Merchant Marines and must meet all qualifications for worldwide assignment in units and activities of these sea services.

b. Due to the nature of naval chaplaincy, all potential chaplains must meet a series of minimum qualifications. Per references (a) and (b) they must be fully-qualified Religious Ministry Professionals (RMP) in accordance with the requirements of their Religious Organization (RO) as well as meet the minimum qualifications required for Navy officers. These are the baseline requirements for consideration and do not necessarily describe the best-qualified applicant for duty as a Navy chaplain.

c. Navy chaplains must meet the unique institutional expectations of the chaplaincy, including service as an RMP and

as moral and ethical advisor to the command. Navy chaplains must also have the ability to serve in Sea Service commands and units in all operational settings. Navy chaplains must demonstrate competency and understanding in order to facilitate the First Amendment religious rights of all authorized personnel.

d. The CARE Advisory Group ensures that the full spectrum of professional prerequisites is considered for each Navy chaplain applicant. The CARE Advisory Group ensures that applicants who are proffered a commission to serve as a chaplain are the best qualified and not simply those who meet minimum requirements. This determination must be made by those with experience and adequate knowledge of what is required for successful service. The members of the Group must have available a full knowledge of each application package in order to make a holistic consideration of professional qualifications. Senior Navy chaplains are valuable role models and subject matter experts who are best able to comprehend the institutional requirements and challenges of providing religious ministry as a chaplain in a pluralistic environment. In addition, senior Navy chaplains understand commanders' requirements and expectations of members within their professional staffs. chaplains also understand the various aspects of chaplain Naval Officer Billet Code (NOBC) requirements that are necessary for professional development within the organization.

2. Cancellation. COCINST 1110.1G.

3. Background. Per reference (a), the Chief of Chaplains validates the professional qualifications of all applicants for appointment in the Chaplain Corps, the Chaplain Candidate Program Officer (CCPO) program, and transfers between active and inactive duty. This includes applicants for direct appointment to active or inactive duty, voluntary recall from the reserve component to the active component, service in the Selected Reserve, inter-service transfers, and superseding applications from CCPOs to active or reserve component duty. In addition, per reference (a), the Chief of Chaplains recertifies professional qualifications when there is a change to a chaplain's ecclesiastical endorsement. The CARE Advisory Group thoroughly reviews all of the aforementioned applications, validates the applicant's professional qualifications, and makes a recommendation to the Chief of Chaplains.

4. Membership



a. All CARE Advisory Groups shall be composed of at least five Navy or Marine Corps commissioned officers, on active duty, with a minimum rank of O-5. Three of the officers must be Navy chaplains, one of whom must hold the rank of O-6.

b. The Chief of Chaplains will designate a Chaplain Corps officer on the CARE Advisory Group to serve as chair.

c. N971T serves as the Briefer/Recorder and is a non-voting member of the CARE Advisory Group.

5. Responsibilities. A well-conducted interview directly supports student, recall, retention, and selection recommendation processes by facilitating direct observation of an applicant and permitting an experienced officer's appraisal of intangible personal qualities, motivation, and communication skills. The CARE Advisory Group shall thoroughly review each applicant's record. The task of CARE Advisory Group members is to recommend applicants who demonstrate good potential for quality service, or continued service, in the Chaplain Corps. All aspects of the applicant pertinent to chaplaincy will be considered, including but not limited to the applicant's military record and such characteristics as professional and academic qualifications, adaptability, discretion, emotional intelligence, physical fitness, and respect for others. The CARE Advisory Group will evaluate each applicant's background in full context of the criteria in references (a) and (b), including the following:

a. Ecclesiastical endorsement (or ecclesiastical approval for applicants for the CCPO program).

b. Academic credentials, as evidenced by graduate and undergraduate transcripts in view of the requirements for professional development and career progression.

c. Demonstrated professional ministry expertise relevant to the settings of military chaplaincy.

d. Demonstrated ability to manage multiple tasks and the potential to develop pastoral, religious ministry, and staff officer skills relevant to chaplaincy service.

e. Demonstrated verbal, written, and problem solving skills.

f. Demonstrated potential for further graduate studies, as evidenced by cumulative Grade Point Average in graduate level studies and Graduate Record Examination test scores. This criteria is in view of the requirements for professional development and career progression.

g. Demonstrated leadership and team working skills.

h. Demonstrated ability to constructively provide ministry and accommodation in a pluralistic environment.

i. Strong motivation to serve as a chaplain Corps Officer in the Navy, a positive attitude, and the ability to serve in Sea Service units in all operational settings.

j. Demonstrated ability or potential to excel in a military environment. This may be evidenced by prior military service, significant work experience, and/or challenging physical activities.

k. Observations of physical fitness and military bearing from the interview process.

l. Exemplary personal behavior and integrity. Relevant evidence includes letters of reference, observation during the interview process, and the absence of disqualifying adverse matters in the application. Adverse matters may include but are not limited to an admission to or conviction for an academic honor code violation, non-judicial punishment, misdemeanor or felony conviction in either civil or military court, a history of personal financial difficulties, or excessive numbers of traffic or other legal violations.

m. Professional reputation and comportment.

## 6. Individual Responsibilities

a. Chair. Call and chair CARE Advisory Group meetings as required and submit written reports to the Chief of Chaplains. These reports shall recommend or not recommend appointment or recall of applicants based on the needs of the Navy, current accessions plan, professional qualifications, and criteria listed in paragraph 5 above.

b. CARE Advisory Group Members. Members shall review applicant's academic record, interview appraisal sheet, personal

statement, and other relevant information including that listed in paragraph 5 above.

c. Briefer/Recorder

(1) Receive applications from CNRC and prepare an information sheet per enclosure (1).

(2) Ensure applicant records are complete and ready to brief. Distribute the complete application to all who will be serving on a particular CARE Advisory Group. Inform Chaplain Program Manager of any missing data.

(3) If applicable, determine entry grade credit per reference (a).

(4) Select group members, inform the chair of applications pending, and schedule advisory group meetings as directed.

(5) Deliver the briefing to the CARE Advisory Group.

(6) Record the vote and prepare and submit a written report of the CARE Advisory Group's recommendations for the senior member's signature. This report will be routed to the Chief of chaplains for approval or disapproval.

7. Procedure

a. Quorum. At least five members must be present to constitute a quorum. Recommendations shall be based on no less than a majority vote of the members present.

b. Closed Sessions. CARE Advisory Group meetings are closed. No member shall discuss deliberations or recommendations outside CARE Advisory Group meetings.

8. Action. N097 will forward to CHNAVPERS or COMNAVCRUITCOM acting for CHNAVPERS recommendations of the CARE Advisory Group regarding the professional qualifications of those applying, to determine whether applicants are otherwise qualified for commissioning as chaplains. No applicant shall be appointed as a Chaplain Corps officer without these determinations.

a. Recommendations shall be forwarded for the following: Chaplain Candidate Program Officer (CCPO) program, transfers between active and inactive duty, applications for direct appointment to active or inactive duty, voluntary recall from

the reserve component to the active component, service in the Selected Reserve, inter-service transfers, and superseding applications from CCPOs to active or reserve component duty.

b. The CARE Advisory Group recommends, and N097 recertifies, professional qualifications when there is a loss or transfer of ecclesiastical endorsements per reference (a). The appropriate recommendations are forwarded to CHNAVPERS.

c. The Chief of Chaplains reserves the right to amend a recommendation should additional or new material fact or credible information that casts doubt on an applicant's fitness be obtained after the submission of a recommendation but before action is taken.

9. This instruction provides internal Chaplain Corps guidance on CARE Advisory Groups. It is not intended to and does not create any rights or benefits, substantive or procedural, enforceable at law by any person. This instruction does not limit in any way the lawful prerogatives of the Department of the Navy or its officials.



R. E. Burt  
Rear Admiral, CHC, U. S. Navy  
Chief of Navy Chaplains

Distribution:  
Electronic only, via Navy Directives Web site  
[HTTP://NEDS.DAPS.DLA.MIL](http://NEDS.DAPS.DLA.MIL)

# CARE INFORMATION SHEET

DATE \_\_\_\_\_

## CARE RECRUITING INFORMATION

D4105A \_\_\_\_\_ D4105I \_\_\_\_\_ NRD \_\_\_\_\_  
RECALL \_\_\_\_\_ S4105I \_\_\_\_\_ RFG \_\_\_\_\_  
S4105A \_\_\_\_\_ 1945 \_\_\_\_\_ AQD \_\_\_\_\_  
INTERSERVICE TRANSFER \_\_\_\_\_ DOR \_\_\_\_\_

## PERSONAL DATA

NAME \_\_\_\_\_ SPOUSE \_\_\_\_\_ FAMMEMBERS \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
SSN \_\_\_\_\_ SEX \_\_\_\_\_ AGE \_\_\_\_\_ DOB \_\_\_\_\_ RACE \_\_\_\_\_  
PREVIOUS SERVICE \_\_\_\_\_  
ORDINATION DATE \_\_\_\_\_ ENDORSEMENT DATE \_\_\_\_\_  
BUMED APPROVED \_\_\_\_\_ WAIVER NEEDED \_\_\_\_\_

## EDUCATION

COLLEGE \_\_\_\_\_ MAJOR \_\_\_\_\_  
GRADE AVERAGE \_\_\_\_\_ DEGREE \_\_\_\_\_ DATE \_\_\_\_\_  
POSTGRADUATE \_\_\_\_\_ MAJOR \_\_\_\_\_  
GRADE AVERAGE \_\_\_\_\_ DEGREE \_\_\_\_\_ DATE \_\_\_\_\_

## PROFESSIONAL EXPERIENCE

DATE(S) \_\_\_\_\_ POSITION(S) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## MILITARY EXPERIENCE

DATE(S) \_\_\_\_\_ BRANCH RANK/RATE DISCHARGE TYPE  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## CHAPLAIN INTERVIEW

OUTSTANDING	AVERAGE			UNSAT	APPRAISER

FITREP DATE % ACTIVITY

ADDITIONAL INFORMATION:

Enclosure (1)



# Department of Defense INSTRUCTION

NUMBER 1304.28

June 11, 2004

*Incorporating Change 1, Effective March 20, 2011*

USD(P&R)

SUBJECT: Guidance for the Appointment of Chaplains for the Military Departments

- References:
- (a) DoD Directive 1304.19, "Appointment of Chaplains for the Military Departments," June 11, 2004
  - (b) Sections 533(a)(1), 643, 827, 3353(a)(1), 5600(a)(1) of title 10, United States Code
  - (c) Assistant Secretary of Defense (Force Management Policy) Memorandum, "Educational Requirements for Military Chaplain Applicants," April 2, 2002 (hereby canceled)
  - (d) Principal Deputy Under Secretary of Defense (Personnel and Readiness) Memorandum, "Assignment of Chaplains for Military Service," October 14, 2003 (hereby canceled)
  - (e) through (j), see Enclosure 1

## 1. PURPOSE

This Instruction:

- 1.1. Implements Reference (a) and section 643 of Reference (b).
- 1.2. Cancels References (c), (d), and DD Form 2741, "Department of Defense Ecclesiastical Endorsing Organization Verification/Reverification Information."
- 1.3. Assigns responsibilities appointing chaplains for the Military Departments and identifies the educational and ecclesiastical requirements for appointment of military chaplains.
- 1.4. Establishes requirements, procedures, and responsibilities for religious organizations to endorse religious ministry professionals for the chaplaincy.
- 1.5. Implements and establishes the criteria and procedures for the administrative separation and loss of professional qualifications of chaplains of the Military Departments.

## 2. APPLICABILITY AND SCOPE

This Instruction applies to the Office of the Secretary of Defense, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as the "DoD Components"). The term "Military Departments," as used herein, refers to the Department of the Army, the Department of the Navy, and the Department of the Air Force. The term "Military Services" as used herein refers to the Army, the Navy, the Air Force, and the Marine Corps.

## 3. DEFINITIONS

Terms used in this Instruction are defined in Enclosure 2.

## 4. POLICY

This Instruction implements policy established in Reference (a).

## 5. RESPONSIBILITIES

5.1. The Under Secretary of Defense for Personnel and Readiness shall develop overall policy for the appointment of chaplains to the Military Departments, establish professional qualification requirements for chaplains, and ensure religious organizations endorsing religious ministry professionals (RMPs) to serve as military chaplains shall maintain all requirements as prescribed in Enclosure 3.

5.2. The Secretaries of the Military Departments shall adhere to DoD policy and procedures in sections 4, and 6, of this Instruction to ensure that persons appointed as chaplains meet the minimum professional and educational qualifications prescribed in this Instruction. The Secretaries of the Military Departments may impose additional professional requirements.

*5.2.1 In accordance with section 533(b) of Public Law 112-239 (Reference (c)), as amended, issue policy to ensure that no Service member may require a chaplain to perform any rite, ritual, or ceremony that is contrary to the conscience, moral principles or religious beliefs of the chaplain.*

*5.2.2 In accordance with Reference (c), issue policy to ensure that no Service member may discriminate or take any adverse personnel action on the basis of the refusal by the chaplain to comply with a requirement prohibited by paragraph 5.2.1.*

## 6. PROCEDURES

6.1. To be considered for appointment to serve as a chaplain, an RMP shall receive an endorsement from a qualified religious organization verifying:

6.1.1. The RMP is a fully qualified RMP of a religious organization that meets the administrative requirements of this Instruction.

6.1.1.1. An RMP's application shall include the endorsement of the person's ecclesiastical credentials on a DD Form 2088, "Statement of Ecclesiastical Endorsement." (See <http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd2088.pdf>.)

6.1.1.2. If a religious organization has not previously endorsed military chaplains, it shall file the administrative documents required by Enclosure 3 in conjunction with the endorsement of its first fully qualified RMP in an application for appointment as a chaplain for a Military Department.

6.1.1.3. The Armed Forces Chaplains Board (AFCB) shall accept the required documents only when the applicable Military Department has determined the RMP is fully qualified in all ways other than ecclesiastical endorsement. The AFCB shall notify the Military Departments of religious organizations that have filed the prerequisite documents and whose packets have been found administratively complete.

6.1.1.4. The Military Departments may evaluate RMPs from religious organizations that are submitting the administrative filing requirements for the first time and are pending determination of the fully qualified status of their prospective chaplain. The Military Departments shall consult with the AFCB to determine if the administrative requirements are pending acceptance in such cases.

6.1.2. The RMP is willing to function in a pluralistic environment, as defined in this Instruction, and is willing to support directly and indirectly the free exercise of religion by all members of the Military Services, their family members, and other persons authorized to be served by the military chaplaincies.

6.1.3. The RMP has 2 years of religious leadership experience for an active component appointment. Religious leadership experience shall be compatible with the duties of RMPs in their respective religious organization and relevant to the settings of military chaplaincy.

6.1.4. The RMP is educationally qualified for appointment as a chaplain. The educationally qualified applicant shall possess a baccalaureate degree with not less than 120 semester hours (180 quarter hours) from a qualifying educational institution. The



educationally qualified applicant shall also possess a post-baccalaureate graduate degree in the field of theological or related studies from a qualifying educational institution. A qualifying graduate degree program shall require no fewer than 72 semester hours (108 quarter hours) of graduate-level work. Related studies may include graduate courses in pastoral counseling, social work, religious administration, and similar disciplines when one-half of the earned graduate credits include topics in general religion, world religions, the practice of religion, theology, religious philosophy, religious ethics, and/or the foundational writings from the applicant's religious tradition.

6.2. A qualifying RMP-producing educational institution is an accredited college, university, or school of theology listed in the current edition of the American Council on Education (ACE<sup>®</sup>), Accredited Institutions of Post-secondary Education and relevant ACE<sup>®</sup> supplements to that publication (Reference (e)), or any unaccredited institution that meets the requirements of subparagraphs 6.2.1. through 6.2.4.

6.2.1. An unaccredited educational institution may obtain designation as a qualifying RMP-producing educational institution for a specific applicant to the chaplaincy who graduated from that educational institution by providing certification from registrars at three accredited educational institutions that maintain programs for the preparation of clergy. Each registrar shall certify that his or her educational institution would have accepted at least 90 percent of the credit hours earned and courses leading to the awarding of the post-graduate degree in theological or related studies earned by that applicant at the unaccredited educational institution, as of the year of graduation.

6.2.2. An unaccredited educational institution may be designated as a qualified RMP-producing educational institution by providing the AFCB certification from the registrars of three different accredited educational institutions that maintain programs for the preparation of RMPs. Each registrar shall certify the list of the major areas of study that that educational institution would accept at least 90 percent of the credit hours earned by a student who is awarded a post-graduate degree in theological or related studies at the unaccredited educational institution. A designation as a qualified RMP-producing educational institution may apply to any year in which the unaccredited educational institution produced graduates or the institution may request this designation for a period of up to 5 years. The unaccredited educational institution shall submit the required documentation no later than the beginning of the academic year if designation for future years is sought. Applications for renewal of this status shall be for periods not to exceed 5 years.

6.2.3. The required documentation shall be submitted to the AFCB. The AFCB shall review and approve the documentation for completeness prior to forwarding to the Office of the Deputy Under Secretary of Defense for Military Personnel Policy for inclusion on the list of qualifying educational institutions for Reserve Officers. The required documentation shall be sent to the following: Office of the Under Secretary of Defense for Personnel and Readiness, ATTN: OUSD(P&R)MPP-AFCB, 4000 Defense Pentagon (Room 2E341), Washington, DC 20301-4000.

6.2.4. Applications containing the required documentation may also be submitted at any time from unaccredited educational institutions requesting designation as a qualifying educational institution for prior school years.

6.3. A new DD Form 2088 shall be required at each change of career status, as defined by the Military Departments, to re-endorse the qualifications of the chaplain concerned.

6.4. Requirements for applicants for the chaplaincy:

6.4.1. Applicants for appointment as a chaplain shall meet physical standards in accordance with DoD ~~Directive Instruction (DoDI)~~ 6130.03 (Reference (g)) and be otherwise qualified to serve as commissioned officers in accordance with Reference (b) and ~~DoDI Instruction DoDI~~ 1310.02 (Reference (e)).

6.4.2. Applicants shall affirm that, if appointed, they shall abide by applicable laws, and all applicable regulations, directives, and instructions of the Department of Defense and of the Military Department that grades the appointment.

6.5. Administrative separation of chaplains upon loss of professional qualifications. If a chaplain loses ecclesiastical authority to function as an RMP or has ecclesiastical endorsement to serve as a chaplain withdrawn, the appropriate religious organization shall provide written notification to the Military Department concerned. Processing for separation in accordance with section 643 of Reference (b) shall be initiated immediately upon such notification. This Instruction does not preclude separation in accordance with other regulations of the Military Department concerned (i.e., when separation for reasons other than loss of ecclesiastical endorsement is appropriate).

6.5.1. When a separation action is initiated under this Instruction, the chaplain shall be notified in writing of the following:

6.5.1.1. The chaplain has a right to consult with military counsel or with civilian counsel obtained at no expense to the Government, and to submit statements in response to the notice.

6.5.1.2. The chaplain has lost ecclesiastical endorsement.

6.5.1.3. Under conditions established by the Secretary of the Military Department concerned, the chaplain may:

6.5.1.3.1. Seek another ecclesiastical endorsement within the time frame allotted by the Military Department involved.

6.5.1.3.2. Apply for non-chaplain duties with the understanding that the officer shall be discharged voluntarily as a chaplain on one day and appointed in a non-chaplain capacity on the next day.

6.5.1.3.3. Apply for voluntary retirement, if eligible for such retirement;  
or

6.5.1.3.4. Tender a voluntary resignation.

6.5.2. If a request is not submitted under subparagraph 6.5.1.3., or if such a request is disapproved, the chaplain shall be separated with an appropriate discharge. Chaplains of the Army National Guard and the Air National Guard shall not be administratively separated without the consent of the Governor of the State or territory or his or her designated representative.

6.5.2.1. The chaplain shall be provided a reasonable period of time consistent with the policies of the Military Department that the chaplain serves to respond to the notice. If the chaplain states that action under subparagraph 6.5.1.3. is requested, the chaplain shall be notified in writing of the date and manner by which such request shall be submitted.

6.5.2.2. If the chaplain does not respond to the notice in a timely manner, separation processing shall be completed in accordance with subparagraph 6.5.3.

6.5.3. The Secretary of the Military Department concerned may:

6.5.3.1. Approve a request for a new ecclesiastical endorsement for a serving chaplain submitted in accordance with this Instruction; or

6.5.3.2. Approve a voluntary resignation, if tendered, and direct an appropriate discharge; or

6.5.3.3. Approve a voluntary retirement, if requested by an eligible applicant;  
or

6.5.3.4. Approve a request for assignment to non-chaplain duties through voluntary resignation and appointment in accordance with regulations implementing Chapters 36 or 1205 of Reference (b); or

6.5.3.5. Direct an appropriate discharge if an action in subparagraph 6.5.1.3. is not requested and/or approved.

6.6. Visits of Endorsing Agents to military installations in overseas areas are encouraged to enhance the spiritual welfare of military personnel, particularly at seasons of special religious significance.

6.6.1. Such visits shall keep the religious organization aware of the ministry of the organization's chaplains and the spiritual and religious activities of the military community and permit Ecclesiastical Endorsing Agents to maintain their professional relationships with endorsed chaplains.

6.6.2. Such visits shall be at the discretion of the commander(s) of the installations involved.

6.6.3. The Ecclesiastical Endorsing Agents who visit installations representing their religious organizations shall do so at no expense to the Government. The Ecclesiastical Endorsing Agent shall be afforded protocol privileges appropriate to those of a civilian employee in the grade of GS-15.

6.6.4. The Military Departments may establish procedures governing the visits of Ecclesiastical Endorsing Agents to overseas installations. The AFCEB may provide administrative assistance in arranging such visits.

6.7. The chaplain candidate programs exist within the Military Departments for the purpose of familiarizing graduate students of religion with religious support activities in the military environment. Participants in this program serve as commissioned officers in the Reserve components of the Military Departments. Chaplain candidates are not authorized to serve as, or in place of, chaplains.

6.7.1. Upon successful completion of their academic and religious training, participants in the Chaplain Candidate Programs may seek appointment as chaplains.

6.7.2. Each Military Department is responsible for implementing this program in accordance with Department-specific policies and regulations.

6.7.3. At a minimum, applicants and participants in the Chaplain Candidate Program shall:

6.7.3.1. Be approved by a religious organization recognized as able to provide ecclesiastical endorsements for chaplains in accordance with the provisions of this Instruction.

6.7.3.2. Be a matriculated student in graduate-level degree-granting religious studies programs of qualifying educational institutions. Such programs and institutions shall comply with criteria in paragraph 6.2. for educational requirements for Chaplains. Subparagraph 6.2.1. does not apply for chaplain candidates.

6.7.3.3. Be able to complete educational, ecclesiastical, and professional experience requirements for appointment as chaplains prior to reaching the age limitation for such original appointments, as established by the Military Department to which the applicant is applying.

6.7.3.4. Be able to meet all other appointment eligibility criteria of the Military Department to which the applicant is applying.

6.8. Any individual, ecclesiastical endorsing agent, or religious organization shall be removed from or rejected for participation in the chaplaincy if they:

6.8.1. Have been convicted of a terrorism-related offense or other offense threatening national security. Should an ecclesiastical endorsing agent or a religious organization currently participating in the chaplaincy be indicted for a terrorism-related offense or other offense threatening national security, the organization's ability to endorse new chaplains or participate in the chaplaincy will be suspended until disposition of such charges. If a religious organization is removed from the chaplaincy due to a conviction as outlined in this paragraph, all ecclesiastical endorsements by that organization shall be considered withdrawn. Serving chaplains endorsed by that organization shall be considered to have had their endorsements revoked (paragraph 6.5 applies).

6.8.2. Appear on the annual State Department list of Foreign Terror Organizations or the Treasury Department list of Specially Designated Nationals. The Executive Director of the Armed Forces Chaplain Board, with each of the Service Chiefs of Chaplains support on a rotating basis, shall annually review the State Department list of Foreign Terror Organizations and the Treasury Department list of Specially Designated Nationals to ensure all current ecclesiastical endorsing agents and all ecclesiastical endorsing applicants and their religious organizations are not on such lists.

7. RELEASABILITY. **Unlimited**. This instruction is approved for public release and is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

8. EFFECTIVE DATE. This Instruction is effective immediately.



Charles S. Abell

**Principal Deputy Under Secretary of Defense  
for Personnel and Readiness**

Enclosures - 5

- E1. References, continued
- E2. Definitions
- E3. Administrative Filing Requirements for a Religious Organization Desiring to Endorse Religious Ministry Professionals for the Military Chaplaincy
- E4. Format for Providing Required Information to Meet Administrative Requirements to Endorse Chaplains to the Military Departments
- E5. Format for Providing Required Information to Endorse RMPs as Chaplains to the Military Departments

E1. ENCLOSURE 1

REFERENCES, continued

- (e) *Public Law 112-239, "National Defense Authorization Act for Fiscal Year 2013," January 3, 2013*
- (f) American Council on Education, "Accredited Institutions of Post Secondary Education," current edition<sup>1</sup>
- (g) DoD Instruction 6130.03, "Medical Standards for Appointment, Enlistment, or Induction in the Military Services," April 28, 2010
- (h) DoD Instruction 1310.02, "Appointing Commissioned Officers," May 8 2007
- (i) ~~DoD Instruction 5120.8, "Armed Forces Chaplains Board," August 20, 2007~~
- (j) Section 501(c)(3) of the title 26, United States Code (Internal Revenue Code)
- (k) *DoD Instruction 5120.08, "Armed Forces Chaplains Board," August 20, 2007*

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<sup>1</sup> Available for purchase via the Internet at <http://www.acenet.edu/bookstore/pubInfo.cfm?pubID=385>

## E2. ENCLOSURE 2

### DEFINITIONS

#### E2.1. TERMS

Terms used in this Instruction are defined as follows:

E2.1.1. Change of Career Status. Includes, but is not limited to, initial application for the chaplaincy, change from Reserve to active status or the opposite, and extension on active duty beyond the initial obligated period of service. This term is further defined by the various Military Services. A change of career status requires endorsement or re-endorsement by the religious organization endorsing the chaplain.

E2.1.2. Chaplain. A commissioned officer of the Chaplain Corps of the Army, a commissioned officer of the Chaplain Corps of the Navy, or a commissioned officer in the Air Force designated for duty as a chaplain.

E2.1.3. Counsel. A lawyer qualified under section 827 of title 10, United States Code (Article 27(b)(1) of the Uniform Code of Military Justice) (Reference (b)) or a civilian lawyer retained at no expense to the Government.

E2.1.4. Ecclesiastical. The forms and practices related to religious organizations.

E2.1.5. Ecclesiastical Endorsement. Written documentation from a religious organization that complies with the administrative requirements of this Instruction that an applicant for the military chaplaincy is fully and professionally qualified and endorsed to perform all offices, functions, sacraments, ordinances, and ceremonies required of an RMP for that religious organization, and is capable and authorized to minister as required within a pluralistic environment.

E2.1.6. Ecclesiastical Endorsing Agent. An individual authorized to provide or withdraw Ecclesiastical Endorsements on behalf of a religious organization.

E2.1.7. Endorsement. The internal process that religious organizations use when designating RMPs to represent their religious organizations to the Military Departments and confirm the ability of their RMPs to conduct religious observances or ceremonies in a military context.

E2.1.8. Pluralistic Environment. A descriptor of the military context of ministry. A plurality of religious traditions exist side-by-side in the military.

E2.1.9. Religious Ministry Professional (RMP). An individual endorsed to represent a religious organization and to conduct its religious observances or ceremonies. An RMP



is a fully qualified member of the clergy for those religious organizations that have a tradition of professional clergy or their equivalents. The religious organization's endorsement verifies that an RMP is professionally qualified to serve as a chaplain in the military and meets the graduate education and religious leadership requirements of this Instruction.

E2.1.10. Religious Organization. An entity that is organized and functions primarily to perform religious ministries to a non-military lay constituency and that has met the religious purposes test of section 501(c)(3) of title 26, United States Code (Reference (i)), and holds current status as a section 501(c)(3) Schedule "A" organization. Religious organizations possess ecclesiastical authority to endorse and withdraw endorsement for RMPs serving under their authority.

E2.1.11. Separation. Discharge or retirement from military service.

**E3. ENCLOSURE 3**

**ADMINISTRATIVE FILING REQUIREMENTS FOR A RELIGIOUS  
ORGANIZATION DESIRING TO ENDORSE RELIGIOUS MINISTRY  
PROFESSIONALS FOR THE MILITARY CHAPLAINCY**

E3.1.1. Religious organizations that choose to participate in the Military Chaplaincies recognize the chaplaincies of the Military Departments serve a religiously diverse population and that military commanders are required to provide comprehensive religious support to all authorized individuals within their areas of responsibility. Religious organizations participating in the military chaplaincies therefore express willingness for their RMPs to perform their professional duties as Chaplains in cooperation with Chaplains from other religious traditions and that:

E3.1.1.1. Chaplains shall wear the appropriate insignia in accordance with uniform regulations of their respective Military Services.

E3.1.1.2. The religious organization shall complete and maintain all administrative requirements of this Instruction (Enclosure 3) as a prerequisite to being able to endorse applicants for the chaplaincies.

E3.1.1.3. Endorsement by a religious organization meeting the administrative qualifications of this Instruction (Enclosure 3) is an essential element of a chaplain's professional qualifications. A chaplain whose endorsement is withdrawn shall be processed for separation in accordance with paragraph 6.5.

E3.1.2. A religious organization desiring to provide an RMP to serve as a chaplain in the Military Departments shall meet the administrative filing requirements of this Instruction and maintain the required information for that purpose on file with the Department of Defense. The religious organization shall submit the required documentation to the AFCEB in the format specified in Enclosure 4. Submission of the required documents may be made through secure and verified electronic media. The religious organization shall be able to submit documents to permit endorsement of chaplains for the first time only when they are endorsing a fully and professionally qualified candidate not currently endorsed by another religious organization, without requirement for waivers of the standards specified by the applicable Military Department. (See paragraph 6.1.)

E3.1.3. The religious organization shall submit documents verifying the following information with regard to such organization:

E3.1.3.1. That the religious organization is organized as an entity functioning primarily to perform religious ministries to a non-military lay constituency and currently holds a section 501(c)(3) exempt status (Reference (i)) as a church for Federal tax

purposes from the Internal Revenue Service (IRS) (note "church" is used by the IRS not to denote a belief system, but to distinguish "churches" from other types of religious organizations; see IRS Instructions for Form 1023 Schedule A). Such rules stipulate that the particular religious beliefs of the organization are truly and sincerely held and that the practices and rituals associated with the organization's religious belief or creed are not illegal or contrary to clearly defined public policy. In order to determine whether a particular religious organization has properly acquired, and currently maintains, an IRS tax exempt status and does not engage in practices that are illegal or contrary to defined public policy, the USD(PR) shall take appropriate steps to verify with the DoD Components and other Federal Agencies compliance with these requirements.

E3.1.3.2. That it possesses ecclesiastical authority to grant and withdraw initial and subsequent ecclesiastical endorsement for ministry in the Armed Forces.

E3.1.3.3. That it verifies the religious organization shall provide chaplains who shall function in a pluralistic environment, as defined in this Instruction, and who shall support directly and indirectly the free exercise of religion by all members of the Military Services, their family members, and other persons authorized to be served by the military chaplaincies.

E3.1.3.4. That it agrees to abide by all DoD Directives, Instructions, and other guidance and with Military Department regulations and policies on the qualification and endorsement of RMPs for service as military chaplains.

E3.1.4. The religious organization shall supply the name, title, mailing address, electronic contact, the Employer Identification Number assigned to the organization by the IRS, and telephone number of the agent authorized to represent the religious organization to the Military Departments to include authority to grant and withdraw ecclesiastical endorsements. This agent may not be a currently serving military Chaplain (active duty, National Guard, or Reserve).

E3.1.5. A religious organization shall immediately notify the AFCB when changes occur in the status of the organization, designated endorsing agent, or the contact addresses and telephone numbers of either.

E3.1.6. A religious organization shall re-verify that it meets the requirements in paragraph E3.1.2, if chaplains endorsed by it are unable to gain re-endorsement at times of change of career status.

E3.1.7. Religious organizations that are currently able to endorse RMPs for Military Service as chaplains under earlier versions of this Instruction may continue to endorse RMPs as long as they continue to meet the requirements in effect when they originally began to endorse RMPs for the military chaplaincies. Such organizations shall affirm in writing to the AFCB by January 31st of each year that they continue to meet such requirements. This provision applies equally to religious organizations that endorse

chaplains directly to the Department of Defense through an embedded endorsing organization; religious organizations that, under previous versions of this Instruction, were extended the privileges of endorsing chaplains through representation by external endorsing organizations; and larger organizations that have acted on behalf of member religious organizations.

E3.1.8. By January 31st of each year, each religious organization shall provide to the AFCB a complete list of Chaplains endorsed for military chaplaincy. Chaplains shall be listed alphabetically by name and Military Department.

E3.1.9. In accordance with ~~DoD Directive~~ *DoDI 5120.08* (Reference (h)), the AFCB shall inform religious organizations that endorse Chaplains that they no longer meet the administrative requirements of paragraphs E3.1.2. through E3.1.5., and that they may no longer endorse Chaplains for Military Service. Before taking such action, the AFCB shall give written notice stating the reasons for lack of compliance and shall allow the religious organization concerned a reasonable opportunity to provide a written reply that shall be carefully considered in making a final decision. Review of administrative compliance may be initiated if the religious organization fails to respond to requests by endorsed chaplains for assistance or re-endorsement at times of change of career status or if the AFCB cannot contact the religious organization in a reasonable period of time. Religious organizations informed that they may no longer endorse chaplains due to lack of administrative compliance may resubmit their required documents. The AFCB shall not review the compliance of a religious organization with Reference (a) and this Instruction again until the religious organization completes all administrative requirements. If a religious organization is no longer able to endorse chaplains under this Instruction, all ecclesiastical endorsements issued by that Organization shall be considered withdrawn. Serving chaplains endorsed by that Organization shall be considered to have had their endorsements revoked (paragraph 6.5. applies).

E4. ENCLOSURE 4  
FORMAT FOR PROVIDING REQUIRED INFORMATION TO MEET  
ADMINISTRATIVE REQUIREMENTS TO ENDORSE CHAPLAINS TO THE  
MILITARY DEPARTMENTS

E4.1.1. Religious organizations desiring to endorse RMPs to the military to serve as military chaplains shall forward written notification of such intent to the AFCB in accordance with paragraph E3.1.2.

E4.1.1.1. The written notification may be submitted through traditional hard copy or secure electronic means with verifiable signature.

E4.1.1.2. The written notification shall be submitted on organization letterhead or from an official electronic account capable of secure electronic signature.

E4.1.1.3. The written notification shall include, at a minimum, a statement that meets the requirements of paragraph E3.1.3. and provides the following information in the following order:

E4.1.1.3.1. Name of organization.

E4.1.1.3.2. Address of organization.

E4.1.1.3.3. Name, address, telephonic, and electronic contact for endorsing official.

E4.1.1.3.4. Statement verifying ability of the designated endorsing official to endorse and withdraw endorsement of candidates and Chaplains.

E4.1.1.3.5. Statement verifying the religious organization shall immediately notify the AFCB when changes occur in the status of the organization, designated endorsing agents, or the contact addresses and telephone numbers of either.

E4.1.1.3.6. Signature of responsible official with authority to make such statements on behalf of the organization.

E4.1.1.4. The written statement shall include as enclosures verification of current status as an IRS section 501(c)(3) exempt organization in accordance with subparagraph E3.1.3.1., the Employer Identification Number assigned to the organization by the IRS, and all other enclosures to support this status.

E5. ENCLOSURE 5  
FORMAT FOR PROVIDING REQUIRED INFORMATION TO ENDORSE RMPs AS  
CHAPLAINS TO THE MILITARY DEPARTMENTS

E5.1.1. Religious organizations submitting required documentation of their first fully qualified RMP to a specific Military Department shall forward the applicant's documentation in accordance with paragraph 6.1. The written documentation shall, at a minimum include:

E5.1.1.1. Application for Appointment: DA Form 61; AF Form 24/Addendum; Navy: NC1100/11.

E5.1.1.2. Application for Active Duty: DA Form 160; AF Form 125, EAD Application (AF Reserve/Guard; Navy Reserve Recall: NP1131/5.

E5.1.1.3. Application Letter requesting Appointment by applicant; (Navy: include in form of applicant "Motivational Statement" if not included in NC1100/11).

E5.1.1.4. Official copy of each Undergraduate and Graduate Transcript.

E5.1.1.5. Statement verifying date of latest National Agency Check or check in progress: SF Form 86, Questionnaire for Security Positions.

E5.1.1.6. Standard Form 88 (Navy: DD2808), Report of Medical Examination and SF Form 93- Report of Medical History (Certified true copies: Navy: DD2807-1); DD Form 2807-2 Medical Pre-screen-AF.

E5.1.1.7. DD Form 368 Conditional Release.

E5.1.1.8. All OPRs/OMPF microfiche or copies of DD Form 214, NGB Form 22, OERs, etc.

E5.1.1.9. Official Photograph; or full body photo.

E5.1.1.10. Birth Certificate and Driver's license.

E5.1.1.11. Credit Check AFTC Form 1325-AF.

E5.1.1.12. Chaplain Interview-Army. Navy: NC1100/13; 3 to 5 Letters of Recommendation-AF; Navy: minimum of 3 letters.

*DoDI 1304.28, June 11, 2004*

E5.1.1.13. Family Member Information Document (Typed on plain bond paper; Biography/Resume).

E5.1.1.14. Certificate of Ecclesiastical Endorsement; Ordination Certificate.

**TAB B-1**





DEPARTMENT OF THE NAVY

BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON, TN 38055-0000

12713  
BUPERS 0514  
16 July 2014

FROM: Equal Employment Specialist, BUPERS Human Resources  
Office, EEO Services Branch, Millington, TN

TO: Mr. Wang Times for Mr. Jason Heap,  
1100 New York Ave, NW, Suite 500 East  
Washington, DC. 20005  
DON# 14-00022-02823

SUBJ: NOTICE OF RIGHT TO FILE A DISCRIMINATION COMPLAINT

Ref: (a) Department of the Navy Discrimination Complaints  
Management Manual  
(b) 29 CFR 1614  
(c) Management Directive 110

Encl.: (1) Formal Complaint Form

1. This is notice that on the date noted above, the final counseling interview was held in connection with the matter your client presented to the EEO Office. Your client initially contacted the EEO Office on 12 June 2014 and alleged that he was discriminated against based on his religion (Humanist Society) by the Chaplain Appointment and Retention Eligibility Board (CARE) to include the Chief of Chaplains, Admiral Mark L. Tidd, and Chief of Naval Personnel, Admiral Bill Moran when:

On 27 May 2014, The CARE Board contacted Mr. Heap and informed him that his application for an appointment in the Active Duty Navy Chaplain Corps was denied. Mr. Heap said that he was not given any reason for this decision. However, the requested written denial was dated 27 May 2014 and was received later.

2. Since the matter your client brought to the EEO Counselor has not been resolved to your client's satisfaction, your client is now entitled to file a discrimination complaint based on race, color, religion, sex, national origin, physical or mental disability, age, genetics, and/or reprisal.

SUBJ: NOTICE OF RIGHT TO FILE A DISCRIMINATION COMPLAINT

3. If your client files a complaint, it must be in writing, signed, and filed, in person, by mail, or facsimile within 15 calendar days after receipt of this notice, with the following official authorized to receive discrimination complaints.

Department of the Navy, Bureau of Naval Personnel, EEO  
Services Branch, 5720 Integrity Drive, Building 791,  
Room B119, Millington, Tennessee 38055-0000  
Fax: (901) 874-2755

4. A Formal Complaint of Discrimination Form is provided for your use. If your client have any amendments that she client would like to include with her complaint, she must submit those amendments in writing to the EEO Office.

5. The EEO Office, where the complaint arose, must process your client's discrimination complaint. To expedite your client's complaint, your client is urged to file directly with the EEO Office where the complaint arose, since the complaint will be referred back to that office for processing.

6. The issues in the formal complaint, which were discussed with the EEO Office, and the matter giving rise to the complaint, must be sufficiently precise to identify your client and the Activity and to describe the actions(s) or practice(s) that form the basis of the complaint. Failure to provide this information may result in the dismissal of your client's complaint for failure to state a claim. If your client add issues that are not part of the existing claim, or are like or related to the pending claim, those issues will be returned to your client for further counseling.

7. The complaint must also state whether your client has filed a grievance under a negotiated grievance procedure or an appeal to the Merit Systems Protection Board on the same subject matter, including the dates on which a grievance or an appeal was filed. This information is necessary for the Department of the Navy to determine whether your client's complaint is appropriate for processing under 29 CFR § 1614.

SUBJ: NOTICE OF RIGHT TO FILE A DISCRIMINATION COMPLAINT

8. If your client retains an attorney or any other person to represent her, your client or her representative must immediately notify the EEO Office, in writing to the address shown in paragraph 3, of the name, mailing address, electronic mail address (if applicable), and telephone number of her representative. Failure to provide this information will result in official correspondence being mailed directly to you until the appropriate representative contact information is received. You and your client will receive a written notice of receipt of her discrimination complaint from the appropriate agency official.

(b) (6)

Copy Furnished:  
Mr. Jason Heap, Aggrieved

**TAB B-2**



DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON, TN 38055-0000

12713  
BUPERS 0514  
15 JULY 2014

MEMORANDUM

From: Equal Employment Specialist, BUPERS Human Resources  
Office, EEO Services Branch, Millington, TN

To: Mr. Wang Times for Mr. Jason Heap,  
1100 New York Ave, NW, Suite 500 East Washington, DC 20005  
DON# 14-00022-02823

Subj: INITIAL COUNSELING

1. On 10 July 2014, initial counseling took place regarding your informal complaint of discrimination. Therefore, to ensure that I conduct an accurate inquiry into your complaint, please review the below claim to determine if I have accurately defined your concerns.

**"Was the aggrieved, Jason Heap, Applicant for Appointment to the Active Duty Navy Chaplain Corps, discriminated against on the basis of Religion (Humanist Society) when he his application (July 2013) was denied on May 27, 2014.** (b) (6)

2. If you believe I have accurately defined your claim as we discussed during your initial counseling, please indicate by signing below, and faxing to me at (b) (6). If you have any questions or concerns, please give me a call at (b) (6).

(b) (6)

I BELIEVE THE CLAIM IS ACCURATELY DEFINED:

\_\_\_\_\_  
AGGRIEVED

\_\_\_\_\_  
DATE

Copy Furnished:  
Mr. Jason Heap, Aggrieved

**TAB B-3**



UNITED STATES DEPARTMENT OF JUSTICE  
EQUAL EMPLOYMENT OPPORTUNITY  
COMMISION  
WASHINGTON, D.C. 20535

BUPERS 0514

1 July 2014

MEMORANDUM

From: Equal Employment Specialist, BUPERS EEO Office, Millington, TN

To: Jason Heap

Subject: NOTICE OF AGGRIEVED PERSON'S RIGHTS AND RESPONSIBILITIES

This is to notify you that you have the following rights and responsibilities regarding the processing of your complaint. It is important that you understand each of these as they may affect the way in which your complaint is processed.

**1. YOU HAVE THE RIGHT TO REMAIN ANONYMOUS DURING THE INFORMAL PROCESS.**

a. If you choose to remain anonymous, your anonymity is only protected during the informal stage of the complaint process and only if you are not alleging discriminatory harassment, including sexual harassment.

b. If you file a formal complaint, your anonymity is no longer protected.

☒

I waive my right to anonymity during the informal process.

☐

I do not waive my right to anonymity during the informal process.

JDH  
(initials)

**2. YOU HAVE THE RIGHT TO REPRESENTATION, YOU ARE RESPONSIBLE FOR NOTIFYING THE EQUAL EMPLOYMENT OPPORTUNITY OFFICE, IN WRITING, OF ANY REPRESENTATIVE (ATTORNEY OR NON-ATTORNEY) OBTAINED.**

a. If you obtain a representative, you must provide written notice of your representative's name, address, and telephone number. All official correspondence shall be addressed to the representative, with copies provided to you.

b. If you designate an attorney as your representative, service of documents and decisions shall be made on the attorney and timeframes for receipt of materials shall be computed from the time of receipt by the attorney.

c. You must serve all official correspondence on the designated representative of the agency.

JDH  
(initials)

3. YOU HAVE THE RIGHT TO CHOOSE BETWEEN ALTERNATIVE DISPUTE RESOLUTION (ADR) OR TRADITIONAL EEO COUNSELING AT THIS TIME. YOU WILL BE PROVIDED ADDITIONAL INFORMATION ABOUT EACH PROCEDURE. PLEASE BE ADVISED THE AGENCY MAY DECLINE TO PARTICIPATE OR OFFER ADR ON A CASE BY CASE BASIS. (ELECTION FORM AT ATTACHMENT 1 MUST BE COMPLETED).

JDH  
(initials)

4. YOU HAVE THE RIGHT TO FILE A FORMAL COMPLAINT, A CLASS COMPLAINT, AND/OR A CIVIL ACTION.

a. You have 15 calendar days from receipt of the Notice of Right to File to file a formal complaint of discrimination.

b. Only the matter(s) raised during informal counseling (or issues like or related to issues raised during informal counseling) may be alleged in a subsequent formal complaint filed with the EEO Office.

c. The issues in the formal complaint, which were discussed with the Equal Employment Opportunity (EEO) Office, and the matter giving rise to the complaint, must be sufficiently precise to describe the action(s) or practice(s) that form the basis of the complaint.

d. You may amend a complaint at any time prior to the conclusion of the investigation to include issues or claims like or related to those raised in the complaint. After requesting a hearing, you may file a motion with the administrative judge to amend a complaint to include issues or claims like or related to those raised in the complaint.

JDH  
(initials)

5. IN PRESENTING OR PROCESSING A DISCRIMINATION COMPLAINT, YOU WILL BE FREE FROM RESTRAINT, INTERFERENCE, COERCION, HARASSMENT, DISCRIMINATION, AND REPRISAL.

JDH  
(initials)

6. ENTITLEMENT:



If you are a prevailing party as a result of your discrimination complaint, you could be eligible for possible remedies.

JDH  
(initials)

**7. IF YOU ARE AN EMPLOYEE(S) COVERED BY A COLLECTIVE BARGAINING AGREEMENT THAT PERMITS ALLEGATIONS OF DISCRIMINATION TO BE RAISED IN A NEGOTIATED GRIEVANCE PROCEDURE:**

a. You have the right to file an EEO complaint or grievance and raise the matter of alleged employment discrimination under either 29 CFR § 1614 or the negotiated grievance procedure, but not both.

b. If you file under 29 CFR § 1614, you may not thereafter file a grievance on the same matter. An election to proceed under a negotiated grievance procedure is indicated by the filing of a timely written grievance.

c. If your collective bargaining agreement allows allegations of discrimination and you raise these allegations in the grievance, you will not be allowed to later file an EEO discrimination complaint on the same issue.

JDH  
(initials)

**8. YOU HAVE THE DUTY TO MITIGATE DAMAGES**

If you are a prevailing party and you are seeking damages, you may have to show how you determined them and understand that they may be subject to reduction.

JDH  
(initials)

**9. YOU HAVE THE RIGHT TO REQUEST A HEARING AND DECISION BEFORE AN EEOC ADMINISTRATIVE JUDGE (AJ):**

a. You have the right to a final agency action on your discrimination complaint.

b. You have 30 days after receipt of the official record/ investigative report to request a hearing before an EEOC AJ. Such hearing request will be mailed to the EEOC District Office with a copy to the servicing EEO Office.

c. If the official record/investigation is not completed and you have not agreed to extend the period of time to complete the investigation, you may request a hearing at any time after 180 days has elapsed from the filing of the complaint.

JDH  
(initials)

**10. YOU HAVE A DUTY TO KEEP THE EEO OFFICE AND THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) INFORMED OF YOUR CURRENT ADDRESS AND TO SERVE COPIES OF APPEAL PAPERS TO THE EEO OFFICE.**

a. It is your responsibility to keep your activity and/or EEO Office responsible for processing your complaint informed of any changes in your address or telephone number or other matters pertaining to your complaint.

b. Your complaint may be dismissed for failure to pursue if you cannot be located.

JDH  
(initials)

**11. YOU HAVE THE RIGHT AS A PREVAILING PARTY TO RELIEF, INCLUDING A REQUEST FOR COMPENSATORY DAMAGES.**

a. If the final agency action results in a finding of discrimination and/or reprisal, you are entitled to relief.

b. Relief may include backpay, retroactive personnel actions, expunging or correcting records, attorney's fees, compensatory damages, and any other applicable relief.

c. If you claim compensatory damages, you are required to provide objective evidence of compensatory damages and how they were caused by the alleged discrimination and/or reprisal.

JDH  
(initials)

**12. HOW YOU MAY FILE MIXED CASE COMPLAINTS.**

a. If the subject of the action is appealable to the Merit Systems Protection Board (MSPB), you may file a complaint with the EEO Office or an appeal with MSPB, but not both.

b. Whichever is filed first will be considered an election to proceed in that forum. If you file a mixed case appeal with MSPB instead of a mixed case complaint and MSPB dismisses the appeal for jurisdictional reasons, you have the right to contact an EEO Counselor within 45 days of receipt of the notice and to file an EEO complaint. The date on which you file your appeal with MSPB will be deemed to be the date of the initial contact with the Counselor. If you file a timely appeal with MSPB from the processing of a mixed case complaint and MSPB dismisses it for jurisdictional reasons, you may have the right to a hearing before an EEOC AJ.

JDH  
(initials)

**13. HOW YOU MAY ALLEGE A VIOLATION OF THE AGE DISCRIMINATION IN EMPLOYMENT ACT (ADEA):**

As an alternative to filing an administrative complaint, you have the right to file a civil action in a U.S. District Court under the Age Discrimination in Employment Act (ADEA) against the

Department of the Navy after giving the EEOC not less than 30 days notice in writing of the intent to file such an action. The notice must be submitted by mail, personal delivery, or facsimile within 180 days of the occurrence of the alleged unlawful practice. The notice must be mailed to:

Equal Employment Opportunity Commission  
Office of Federal Operations  
ATTN: Federal Sector Programs  
P.O. Box 19848  
Washington, D.C. 20036

Or hand delivered to:

Equal Employment Opportunity Commission  
Office of Federal Operations  
Appellate Review Programs  
1801 L Street N.W.  
Washington, D.C. 20507

Or sent by Fax to:

(202) 663-7022

JDH  
(initials)

**14. EQUAL PAY ACT OPTION:**

If you are alleging sex-based wage discrimination under the Equal Pay Act (EPA), you have the right to go directly to the U.S. District Court even though such claims are also cognizable under Title VII of the Civil Rights Act of 1964 as amended in 1991. A civil action must be filed within **2 years** of the date of the occurrence, or within **3 years** of this date if the administrative complaint does not toll (waive) the time for filing a civil action.

JDH  
(initials)

**15. YOU HAVE THE RIGHT TO GO TO U.S. DISTRICT COURT 180 CALENDAR DAYS AFTER FILING A FORMAL COMPLAINT OR 180 CALENDAR DAYS AFTER FILING AN APPEAL WITH EEOC.**

JDH  
(initials)

**16. YOU HAVE THE RIGHT TO RECEIVE IN WRITING A NOTICE OF RIGHT TO FILE A DISCRIMINATION COMPLAINT AFTER A TIME PERIOD OF NO MORE THAN 90 DAYS (WHERE YOU AGREE IN WRITING TO AN EXTENSION):**

a. Initial counseling will be for a period of 30 days. Any extension of the counseling period may not exceed an **additional 60-calendar days**. Where notice is not provided and no extension is secured you have the right to file a formal complaint after the 30<sup>th</sup> day.

b. Where you agree to participate in an established alternative dispute resolution program, the written notice terminating the counseling period will be issued upon unsuccessful completion of the dispute resolution process or within **90-calendar days** of the first contact, whichever is earlier.

JDH  
(initials)

**17. A NOTICE TERMINATING COUNSELING AND INFORMING YOU OF THE FOLLOWING:**

a. The right to file a formal individual or class complaint within 15-calendar days of receipt of the notice.

b. The appropriate official with whom to file a formal complaint.

JDH  
(initials)

**I have received a copy of my rights and responsibilities as stated.**

(b) (6)

3 July 2014  
Date

**I do not wish to participate in Alternative Dispute Resolution (ADR)**

(b) (6)

3 July 2014  
Date

**TAB B-4**

## REQUEST TO EXTEND COUNSELING PERIOD

In accordance with 29 CFR § 1614, this is to inform you that the 30-calendar day period for counseling will expire on 17 July 2014. My inquiry has not been completed. This letter is a request to extend the counseling period. If you agree to the extension, you will still have 15 days after receipt of the Notice of Final Interview to file a formal complaint. If you do not agree to the extension, you have the right to file a formal complaint after the 30-day counseling period has expired. A Notice of Final Interview/right to file a discrimination complaint will be provided to you.

(b) (6)

30 July 2014

\_\_\_\_\_ I wish to withdraw my claim. .

  x   I agree to extend the counseling period for a period of   5   days.

\_\_\_\_\_ I do not agree to extend the counseling period and choose to file a formal complaint.

(b) (6)

(b) (6) for Jason Heap  
Aggrieved

TAB

B-5

(b) (6)

CIV BUPERS, BUPERS-0514

**From:** (b) (6) CIV BUPERS, BUPERS-0514  
**Sent:** Wednesday, July 09, 2014 13:13  
**To:** 'Wang, Times'; Smith, Matthew; (b) (6) CIV BUPERS, BUPERS-05  
**Cc:** (b) (6)  
**Subject:** RE: EEO Complaint: Jason Heap  
**Attachments:** EEO process (2) Sep 2010.pdf; EEO Request for Extension Sep 2010 (2).doc  
**Signed By:** (b) (6)  
**Expires:** Monday, January 05, 2015 0:00

Tracking:	Recipient	Delivery	Read
	'Wang, Times'		
	Smith, Matthew		
	(b) (6) CIV BUPERS, BUPERS-05	Delivered: 7/9/2014 13:13	Read: 7/9/2014 14:15
	(b) (6)		

Sir, please find attached the EEO documents I discussed with you earlier today.

We will accept as fact that your firm is representing Mr. Heap.

Please advise me of the availability of your client to review the EEO Rights and Responsibilities form.

This is the form signed by your client on July 3, 2014.

At your earliest opportunity return the signed extension request form.

In consideration in scheduling; my office is in the central time zone and I believe your office is on the east coast, and your client may be in some other time zone.

V/R,

(b) (6)

EEO Specialist  
Bureau of Naval Personnel (BUPERS-0514)  
Human Resources Office, EEO Services Branch  
5720 Integrity Drive, Bldg 791  
Millington, TN 38055

(b) (6)



TAB

B-6

# American Humanist Association

From Wikipedia, the free encyclopedia

The **American Humanist Association (AHA)** is an educational organization in the United States that advances Humanism, a progressive philosophy of life that, without theism or other supernatural beliefs, affirms the ability and responsibility of human beings to lead personal lives of ethical fulfillment that aspire to the greater good of humanity.<sup>[1]</sup> The mission of the American Humanist Association is to be a clear, democratic voice for Humanism in the United States, to increase public awareness and acceptance of Humanism, to establish, protect and promote the position of humanists in American society, and to develop and advance humanist thought and action.<sup>[2]</sup>

The American Humanist Association was founded in 1941 and currently provides legal assistance to defend the constitutional rights of secular and religious minorities,<sup>[3]</sup> actively lobbies Congress on church-state separation and progressive issues,<sup>[4]</sup> and maintains a grassroots network of 150 local affiliates and chapters that engage in social activism, philosophical discussion and community-building events.<sup>[5]</sup> The AHA has several publications, including the award-winning bi-monthly magazine *The Humanist*, a quarterly newsletter *Free Mind*, a peer-reviewed semi-annual scholastic journal *Essays in the Philosophy of Humanism*, and a weekly Internet magazine *Humanist Network News*.<sup>[6]</sup> AHA Executive Director Roy Speckhardt is also a regular contributor to The Huffington Post<sup>[7]</sup> and Patheos.<sup>[8]</sup>

## American Humanist Association



<b>Abbreviation</b>	AHA
<b>Formation</b>	1941
<b>Type</b>	Non-profit
<b>Purpose</b>	Advocate for progressive values and equality for humanists, atheists, agnostics, and freethinkers.
<b>Location</b>	Washington, D.C.
<b>Key people</b>	Rebecca Hale (President) David Niose (Immediate Past President) Roy Speckhardt (Executive Director)
<b>Website</b>	<a href="http://www.americanhumanist.org">www.americanhumanist.org</a> ( <a href="http://www.americanhumanist.org">http://www.americanhumanist.org</a> )

## Contents

- 1 Early history
- 2 Adjuncts and affiliates
  - 2.1 Feminist Caucus
  - 2.2 Humanist Charities
  - 2.3 Appignani Humanist Legal Center
  - 2.4 LGBT Humanist Council

---

## The Humanist Society applies humanism to daily life, unique celebrant program, education, and community involvement.

**Just Announced: Nontheist Wedding Officiant Training Now Available Online From the Humanist Institute**



Those who are attracted to a positive, progressive philosophy of life, embrace the vibrant life stance of humanism, the radical idea that we can live without god. The Humanist Society bolsters humanism's rational philosophy and living.

Recognizing the important role life occasions play in individual lives, the Humanist Society prepares Humanist Celebrants to lead ceremonial observance of life events. Celebrants provide millions of Americans an alternative to traditional religious services, and other life-cycle events. Celebration of life is central to humanism, and Humanist Celebrants officiate significant celebrations vital to the human experience.

Be sure to explore the possibility of finding a celebrant to perform your ceremony, or consider becoming a celebrant yourself!

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... "the radical idea that you can be good without a god."

---

## Resources for Humanist Communities



As representatives of AHA, Celebrants, Humanist Ministers and Chaplains are in a unique position to work with their communities in promoting humanism. The Humanist Communities Project, working in conjunction with other like-minded organizations, provides you with the tools and programs to help you promote your humanistic values and ideals. We encourage all Humanist Society members to be active in their local organizations and help us put our philosophy forward. And of course, the Humanist Society itself – staff, Officers and other members, are always willing to help with these endeavors

Holidays Summer Camps Students Blogs General Family Organizations

### ■ Human Light

HumanLight illuminates humanism's positive secular vision. In Western societies, late December is a season of good cheer and a time for gatherings of friends and families

### ■ Darwin Day

Darwin Day is a global celebration of science and reason held on or around Feb 12, the birthday anniversary of evolutionary biologist Charles Darwin. On this website you can find all sorts of information about Charles Darwin and the International Darwin Day Foundation.

### ■ Secular Seasons

The highlight of the Secular Seasons project, is the collection of events celebrated within the non-religious community at various times throughout the year. In addition to the calendar provided on the home page, here we index these events by month.

Action duty  
Chaplain

**TAB C**



DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON, TENNESSEE 38055-0000

12713  
BUPERS 0514  
28 August 2014

From: Chief of Naval Personnel  
To: Jason Heap, c/o Wang Times, Cohen Milstein Sellers & Toll  
PLLC, 1100 New York Ave, NW, Suite 500,  
East Washington DC 20005

Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

Ref: (a) Formal Discrimination Complaint Filed on 31 July 2014  
(b) Notice of Acknowledgement of Receipt of Formal  
Complaint dated 31 July 2014  
(c) 29 CFR § 1614.107

Encl: (1) EEO Counselor's Report dated 7 August 2014  
(2) Notice of Appeal/Petition (EEOC form 573)

1. Your formal discrimination complaint of 31 July 2014, was received by the Equal Employment Opportunity Office on 1 August 2014, and acknowledged by reference (b).

2. Based on my review of reference (a) and enclosures (1), and (2), and in accordance with reference (c), I am hereby dismissing your discrimination complaint for failure to state a claim in accordance with 29 CFR § 1614.107(a)(1) for the following reason(s):

You allege you were discriminated against based on your religion (Humanist) when your application for an active duty appointment to the Navy's Chaplain Corp was rejected by the Chaplain Appointment Reassignment Eligibility (CARE) Advisory Group.

This claim is being dismissed in accordance with 29 CFR § 1614.107(a)(1) because you have identified a claim for which there is no remedy under the Equal Employment Opportunity Commission (EEOC). The Commission's federal sector case precedent has long defined an "aggrieved employee" as one who suffers a present harm or loss with respect to a term,

Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

condition, or privilege of employment for which there is a remedy. See Diaz v. Department of the Air Force, EEOC Request No. 05931049 (1994). The issue at the center of your complaint is the rejection of your application for an active duty appointment. Though 29 CFR 1614 applies to military departments including Department of Navy, it does not apply to uniformed members of the military departments (29 CFR 1614.103). See Faugno v. Dep't of the Navy, EEOC Appeal No. 0120103479 (2012). As the EEOC has no enforcement power or jurisdiction over appointments to uniformed positions of the military departments, your issue fails to state a claim for which there is remedy under the EEOC.

I am also dismissing this claim in accordance with 29 CFR § 1614.107(a)(1) because it constitutes a collateral attack on the Department of Defense's Appointment of Chaplains to military service process. See Simon v. Postmaster General, USPS, EEOC Appeal No. 0120093672, 2009. The Commission has held that complainants cannot use the EEO complaint process to lodge a collateral attack on another proceeding. See Wills v. Department of Defense, EEOC Request No. 05970596 (July 30, 1998); Kleinman v. United States Postal Service, EEOC Request No. 05940585 (September 22, 1994); and Lingad v. United States Postal Service, EEOC Request No. 05930106 (June 25, 1993). The proper forum for you to have raised your challenges regarding your application for an active duty appointment to the Navy's Chaplain Corp, is through that proceeding itself.

3. As you are not a prevailing party, no attorney fees are awarded in connection with your discrimination complaint.

4. This is the final Department of the Navy decision on your complaint. If you are dissatisfied with the decision to dismiss your complaint, you may file a notice of appeal with the Equal Employment Opportunity Commission ("the Commission") within thirty (30) 30 calendar days of your receipt of this decision. Enclosure (2) should be used when filing your appeal. The appeal form should be submitted to the:

U.S. Equal Employment Opportunity Commission  
Office of Federal Operations  
P. O. Box 77960  
Washington, DC 20013

Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

At the same time, you MUST furnish a copy of the appeal to:

BUPERS  
Deputy EEO Officer  
Office of EEO and Diversity (BUPERS-05E)  
5720 Integrity Drive, BLDG 791 (Room B119)  
Millington, TN 38055

As an alternative to mailing to OFO, you may hand deliver or fax to:

U.S. Equal Employment Opportunity Commission  
Office of Federal Operations  
131 M Street N.E.  
Washington, DC 20507-0004

Fax number: (202) 663-7022

5. At the same time that you file your appeal with the Commission, you MUST provide a copy of the appeal and all supporting statements to this office at BUPERS Deputy EEO Officer, Office of EEO and Diversity (BUPERS-05E), 5720 Integrity Drive, BLDG 791 (Room B119), Millington, TN 38055, within 30 calendar days of filing the Notice of Appeal, enclosure (2).

6. An appeal shall be deemed filed on the date it is postmarked, or, in the absence of a postmark, on the date it is received by the Commission. The 30-calendar day time limit within which an appeal must be filed will not normally be extended by the Commission. If the appeal is not submitted within the time limit, the Commission may extend the time limit if a written explanation showing that you were not notified of the prescribed time limit, were not otherwise aware of it, or that circumstances beyond your control prevented you from filing the Notice of Appeal within the prescribed time limit. A copy of your explanation must be forwarded to the EEO Office.

7. If you elect not to appeal to the Commission, you may file a civil action in an appropriate U.S. District Court within 90 calendar days of your receipt of this decision. Filing a civil action will result in termination of administrative processing of your complaint.



Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

8. If you file a civil action under Title VII of the Civil Rights Act of 1964, as amended, or the Rehabilitation Act of 1973, as amended, and you may request the court to appoint an attorney to represent you. In such circumstances as the court may deem just, the court may appoint an attorney and may authorize the commencement of the action without the payment of fees, costs, or security. Any such request must be made within the above-referenced 90-calendar day time limit, for filing suit and in such form and manner as the court may require. Filing a request for an attorney does not extend your time in which to file a civil action. Both the request and the civil action must be filed within 90 calendar days from the date you receive this decision.

9. If you file an appeal with the Commission, you may still file a civil action in U.S. District Court within 30 calendar days of your receipt of the Commission's final decision on your appeal. A civil action may also be filed any time after 180 calendar days from the date of filing your appeal to the Commission, if a final decision has not been issued by the Commission's Office of Federal Operations.

10. You are further notified that if you file a civil action, you must name RAY MABUS, SECRETARY OF THE NAVY, as the Defendant. You must include the name of the person and their official title. Failure to name RAY MABUS, SECRETARY OF THE NAVY, may result in the loss of potential entitlement to judicial redress.

(b) (6)

By direction

Copy to:

Mr. (b) (6) Agency Representative  
Mr. Wang Times, Complainant's Representative

Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

CERTIFICATE OF SERVICE

I hereby certify that a copy of the foregoing NOTICE OF  
DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V. RAY MABUS,  
SECRETARY OF THE NAVY, DOCKET NO. DON 14-00022-02823 was  
forwarded this date to the following:

ADDRESS

MAIL METHOD

Jason Heap  
c/o Wang Times  
Cohen, Milstein, Sellers, & Toll PLLC  
1100 New York Ave, NW, Suite 500  
East Washington DC 20005

Certified Mail  
Tracking #:

Wang Times  
Cohen, Milstein, Sellers, & Toll PLLC  
1100 New York Ave, NW, Suite 500  
East Washington DC 20005

Certified Mail  
Tracking #:

(b) (6)  
Agency Representative

Hand delivered

(b) (6)

RESPONSIBLE PARTY

DATE

07 Aug 2014

For timeliness purposes, it will be presumed that this notice  
was received within five (5) calendar days after it was mailed  
for delivery via regular mail.

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

COHEN MILSTEIN SELLERS & TOLL  
1100 NEW YORK AVE NW  
SUITE 500 EAST (WANG TIMES)  
WASHINGTON DC 20005

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

**X**☐ Agent☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ YesIf YES, enter delivery address below: ☐ No

3. Service Type

☐ Certified Mail☐ Express Mail☐ Registered☐ Return Receipt for Merchandise☐ Insured Mail☐ C.O.D.

4. Restricted Delivery? (Extra Fee)

☐ Yes

2. Article Number

(Transfer from)

7013 0600 0001 8162 7819

EEO

**TAB C-1**



DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON, TN 38055-0000

12713  
BUPERS 0514  
5 August 2014

From: Deputy EEO Officer, Human Resources Office, EEO Services  
Branch, Millington, Tennessee 38055  
To: Mr. Jason D. Heap, c/o Cohen Milstein Sellers & Toll 1100  
New York Ave NW, Suite 500 Washington, D.C. 20005  
Subj: NOTICE OF ACKNOWLEDGEMENT OF RECEIPT OF FORMAL COMPLAINT  
JASON D. HEAP v. RAY MABUS, SECRETARY OF THE NAVY, DOCKET  
NO. DON-14-00022-02823

Ref: (a) Formal Complaint filed on 31 July 2014

1. This notice acknowledges receipt of your discrimination complaint dated 28 July 2014, and received by this office 1 August 2014.
2. Your complaint has been assigned Agency Docket number DON-14-00022-02823. Please include this docket number on all future correspondence or other documents regarding this complaint.
3. If your complaint is accepted, it will be investigated. The Department of the Navy (DON) is required to conduct a complete and impartial and appropriate investigation of the complaint within 180 days of the filing of the complaint, unless the parties agree in writing to extend the investigation for not more than ninety (90) days. The agency may unilaterally extend the time period or any period of extension for not more than 30 days when the agency must sanitize a complaint file that may contain classified information pursuant to Executive Order Number 12356. When a complaint has been consolidated with one or more earlier filed complaints, the agency shall complete its investigation within the earlier of 180 days after the filing of the last complaint or 360 days after the filing of the original complaint. You and your attorney will receive a copy of the investigative file and have an opportunity to request an immediate final agency decision by the Department of Navy, or a hearing before an Equal Employment Opportunity Commission (EEOC) Administrative Judge.

Subj: NOTICE OF ACKNOWLEDGEMENT OF RECEIPT OF FORMAL COMPLAINT  
FOR JASON D. HEAP v. RAY MABUS, SECRETARY OF THE NAVY,  
DOCKET NO. DON-14-00022-02823

You may also request for a hearing before an EEOC Administrative Judge after 180 calendar days from the filing of a formal complaint or after completion of the investigation, whichever comes first. You must request a hearing directly from the EEOC Field Office that has jurisdiction over the geographic area in which your complaint arose.

4. If the complaint is dismissed in its entirety, you have the right to appeal the dismissal and you will receive a separate written notice advising you of your appeal rights. Where some, but not all claims of your complaint are dismissed, you will not have immediate appeal rights. If you request a hearing, the administrative judge will make a determination as to whether or not the agency's decision to dismiss portions of your complaint was appropriate. If no hearing is requested, the agency's final decision will address all claims in your complaint, including the dismissed portions. In either event, the agency's final decision will include your appropriate appeal rights on this matter.

5. If settlement of the complaint is reached, the terms of the settlement will be stated, in writing, and you will be given a copy.

6. If you request a hearing, an EEOC Administrative Judge will conduct the hearing. The judge will issue a decision on the complaint within 180 days of receipt of the request. The Agency shall take final action on the complaint by issuing a final order within 40 days of receipt of the hearing file and the administrative judge's decision notifying you whether or not the Agency will fully implement the decision. This notification will contain notice of your right to appeal or file a civil action.

7. If you want a hearing before an EEOC Administrative Judge, you must **NOTIFY EEOC, IN WRITING, WITHIN 30 CALENDAR DAYS AFTER RECEIVING THE INVESTIGATIVE FILE.** You must mail your request directly to the **Washington Field Office, 1400 L Street NW, Suite 200 Washington, DC 20005**, with a copy furnished to: BUPERS Human Resources Office, EEO Services Branch, 5720 Integrity Drive, Bldg. 791 (Room B119A) Millington, TN 38055. You must certify to EEOC that you sent a copy of request for a hearing to the Agency.

Subj: NOTICE OF ACKNOWLEDGEMENT OF RECEIPT OF FORMAL COMPLAINT  
FOR JASON D. HEAP v. RAY MABUS, SECRETARY OF THE NAVY,  
DOCKET NO. DON-14-00022-02823

If, within 30 calendar days after your receipt of the  
investigative file, you fail to respond, a final DON decision  
will be issued.

8. If you request an immediate decision by the agency, without  
a hearing, the DON will issue a final decision based on the  
information in the existing complaint file within 60 calendar  
days after receipt of your request.

9. If you are dissatisfied with the final DON decision, you may  
file a notice of appeal to the EEOC Office of Federal Operations  
(OFO) within 30 calendar days after receiving the final  
decision. The appeal should be submitted to the:

Director, Office of Federal Operations (OFO)  
Equal Employment Opportunity Commission  
P. O. Box 77960  
Washington, DC 20013

(202) 663-7022

At the same time, you MUST furnish a copy of the appeal to:

BUPERS Human Resources Office  
Office of Diversity and EEO  
5720 Integrity Drive, Bldg. 791 (Room B119A)  
Millington, TN 38055

As another alternative, you may also send by fax to:

(901) 874-2755

In or attached to the appeal to the Commission, you must certify  
the date and method by which service was made on the Department  
of the Navy. You may submit a brief or statement to support  
your appeal to OFO within 30 calendar days after filing the  
notice of appeal. At the same time, you must furnish a copy of  
the supporting brief or statement to the DON.

Subj: NOTICE OF ACKNOWLEDGEMENT OF RECEIPT OF FORMAL COMPLAINT  
FOR JASON D. HEAP v. RAY MABUS, SECRETARY OF THE NAVY,  
DOCKET NO. DON-14-00022-02823

10. Instead of an appeal to the EEOC, you may file a civil action in an appropriate U.S. District Court within 90 calendar days after receiving the final DON decision or, if the DON has not issued a final decision on your complaint, after 180 calendar days from the date the formal complaint was filed. If your discrimination complaint is based on conduct that occurred prior to November 21, 1991, you have 30 calendar days from receipt of the final DON decision or, if a final decision has not been issued, 180 calendar days from the date the formal complaint was filed, in which to file a civil action in U.S. District Court. As to any claim based on the Age Discrimination in Employment Act of 1967, as amended (29 USC Section 633a), you may have up to six years after the right of action first occurred regardless of whether the administrative process is completed. See *Lehman v. Nakshian*, 453 U.S. 156 (1981); and 28 USC Section 2401(a). Filing a civil action will result in termination of administrative processing of your discrimination complaint on the same matters raised in the civil action.

11. If you file a civil action under Title VII of the Civil Rights Act of 1964, as amended, or the Rehabilitation Act of 1973, as amended, and you do not have, or are unable to obtain the services of an attorney, you may request the court to appoint an attorney to represent you. In such circumstances as the court may deem just, the court may appoint an attorney and may authorize the commencement of the action without the payment of fees, costs, or security. Any such request must be made within the above-referenced 90-calendar day time limit, or 30-calendar day time limit, if appropriate, for filing suit and in such form and manner as the court may require.

12. Filing a request for an attorney does not extend your time in which to file a civil action. Both the request and the civil action must be filed within 90 calendar days or, if appropriate, 30 calendar days from the date you received the final agency decision.

13. You are further notified that if you file a civil action, you must name Ray Mabus, Secretary of the Navy, as the defendant. Failure to name Ray Mabus, Secretary of the Navy, may result in the loss of any judicial redress to which you may be entitled.



Subj: NOTICE OF ACKNOWLEDGEMENT OF RECEIPT OF FORMAL COMPLAINT  
FOR JASON D. HEAP v. RAY MABUS, SECRETARY OF THE NAVY,  
DOCKET NO. DON-14-00022-02823

14. If you elect to file an appeal to the EEOC OFO, you will still have an opportunity to file a civil action in a federal district court within 90 calendar days after receiving the EEOC's final decision, or 180 calendar days after the date of your initial appeal to the Commission if the EEOC has not been rendered.

15. If you have further questions, please contact (b) (6)  
(b) (6) EEO Specialist, at (b) (6)

(b) (6)

Copy Furnished:  
Mr. Times Wang, Complainant's Attorney

## CARE APPLICANTS

10

11

Date Received April 22, 2014

Last Name (b) (6)

First Name (b) (6)

Program Requested Chaplain Candidate Program

Endorser Archdiocese for the Military Service

City Columbia State MD

Gender M Age (b) (6)

Race (b) (6)

Undergrad Institution Duke University GPA 3.19

Field of Study Engineering

Graduate Institution John Paul II Seminary Seminary GPA N/A

Prior Service Yes Branch of Service USN

Comments

(b) (6)

(b) (6)

#### Vocational Experience

**CATECHISM TEACHER,** (b) (6) and (b) (6) 2003-2004, 2012-Present  
Taught Sunday School to 6<sup>th</sup> and 7<sup>th</sup> students on Catholic dogma and faith at the (b) (6) in  
(b) (6) and currently teaching Middle school and High school students at (b) (6) in  
(b) (6)

#### MISSIONARY TRIPS,

1999-2013

- *Cap Haitien, Haiti – SEP 2013.* Helped care of disabled orphans, disabled adult, and HIV patients with the Catholic religious order of the Missionaries of the Poor in the world's poorest country.
- *Montevideo, Uruguay – MAR 2004.* Groundbreaking expedition between Jewish and Catholic Communities. Performed various community services in extremely poor neighborhoods in Uruguay including building a playground for the youth. Interfaith discussion and exploration of Jewish and Catholic religions.
- *Juarez, Mexico – MAR 2003.* Christian missions trip to build a free Christian elementary school in a violent and poverty stricken neighborhood of Juarez. Helped with the concrete pouring of the classrooms and assisted the poor with food.
- *Yucatan, Mexico – JUL 1999.* As an effort by the local Korean community, traveled to Mexico to build the first Christian church. Hand-mixed concrete and steel wires to build foundation of building. Collected and donated food and clothing to the local community.

**HUMANITARIAN AIDE,** US Navy Pacific Partnership 2011, Espiritu Santo, Vanuatu

May 2011

Traveled with Commander Task Force 78 as representative of 7<sup>th</sup> Fleet to celebrate and witness the multinational team consisting of U.S., Australia, New Zealand, Canada, and France for Medical, Dental, Engineering, and Veterinary Civic Action Programs.

**LAY LEADER/CATHOLIC REPRESENTATIVE,** USS Albuquerque (SSN 706),

2006-2009

In accordance with regulations from the Archdiocese of Military Services, lead Catholic Sunday Celebration in the Absence of a Priest in through the Liturgy of the Word on each deployment. Provided weekly Catholic ministering that was open to the 120+ crew and officers.

**NEWMAN CATHOLIC STUDENT CENTER,** Durham, NC

2001-2005

Coordinator for Tuesday Night Dinner. Member of the Catholic choir and planned the yearly Retreat. Webmaster and weekly Email coordinator for the Newman Student Center. Active leader and participant of numerous catholic sponsored events on campus including, Awakening Retreat, Catholic Freshman Advisor Counsel, Small Newman Groups.

#### Work Experience

**AIDE TO ADMIRAL,** U.S. Naval Forces Korea, Seoul, South Korea.

2010- 2011

*Personal Aide-de-camp to highest ranking U.S. Navy Officer in Korea*

Advised and managed all of Admiral's schedule, meetings, and correspondents. Interworking understanding of Department of Defense system, Republic of Korea Military and government system, and United Nations Command. Maintained and executed extensive staff calendar for hundreds of international events, Bi-lateral talks, conferences, meetings, and travel overseas. Managed a budget of \$13,000 for official functions for U.S. and foreign dignitaries. Supervisor: Rear Admiral Pete A. Gumataotao, USN., Rear Admiral William C. McQuilkin, USN

**JOINT MILITARY OPERATIONS EXERCISE OFFICER,** Seoul, South Korea.

2009-2010

Key Liaison officer between Republic of Korea Navy and United States Navy during large scale exercises and national crisis. Extensively involved in the CHEONAN ship sinking and North Korean shelling of West coast islands of South Korea, along with various planning conferences and meetings.

**US NAVY NUCLEAR SUBMARINE,** Engineering Officer of the Watch, Electrical Division

2006-2009

Officer, and Assistant Weapons Officer. Served onboard USS ALBUQUERQUE (SSN 706), Groton, CT and San Diego, CA. Conducted and supervised the operation, maintenance and training of a submarine nuclear reactor and all its supporting engine room machinery as well as weapons systems. Practiced Sub-safe work and Navy's Quality Assurance Program.

(b) (6)

1/14/2014

(b) (6)

**Education**

**MASSACHUSETTS INSTITUTE OF TECHNOLOGY**, Cambridge MA

2012-Present

School of Engineering and Sloan school of Management

Masters in Engineering in Naval Architecture

Master of Science in Engineering and Management, System Design and Management Fellow

**YONSEI UNIVERSITY, KOREAN LANGUAGE INSTITUTE**, Seoul, South Korea.

2010

*Proficiency in Level 5 in the Korean Language*

**NAVAL NUCLEAR TRAINING PROGRAM**, Ballston Spa, NY and Charleston, SC

2005-2006

Trained in operation and supervision of mechanical, electrical, and reactor control systems for submarine/surface nuclear propulsion plants. Instructed on the safe operation of nuclear propulsion plants in accordance with sound engineering practices and governing directives. Trained in shipboard maintenance supervision of nuclear propulsion plants.

**DUKE UNIVERSITY, PRATT SCHOOL OF ENGINEERING**, Durham, NC.

2001-2005

*Bachelors of Science degree in Electrical Engineering*

Recipient of 4-year Navy ROTC scholarship. Dean's list (4). Courses Include: Advanced Engineering Electromagnetic Theory, Electric circuits, Switch Theory, Linear System Theory, Electronic Devices, Integrated Circuits, Multivariable Calculus, Honors Linear Algebra, Differential Equations, Probability, Program Design and Analysis I and II, Software Design and Implementation, Intensive Writing.

(b) (6)

1/14/2014



**16. APPLICANT'S MOTIVATIONAL STATEMENT (Limited to the visible area.)**

I started my Naval career as a junior officer onboard the USS Albuquerque (SSN 706). Those first few years were tremendously humbling and difficult. The ability to absorb technical knowledge and to regurgitate it to make sound practical decisions did not come naturally. And sometimes the closed quarters, endless work, and the isolation from the real world felt like a prison. Afterwards, I was extremely fortunate to serve as the Flag Aide to Commander Naval Forces Korea, Admiral Pete Gumataotao and learned tremendous and unforgettable first-hand lessons in leadership, organization and responsibility. My respect for the Navy and the Armed Forces blossomed through the lens of great leadership. I learned the importance of the individual at the human level; that you need to take care of each of your people, and that's what makes a great organization.

Last summer, I felt a mysterious and very strong attraction to religious life and decided to apply to become a Catholic priest. I learned the beauty and poetry of the church early on, as a Youth Group leader during High School and leader in the Newman Catholic group in college. In the Navy, I served as the Catholic Lay Leader onboard USS Albuquerque conducting weekly religious services during deployments and underways. I observed the great need and shocking lack of spiritual support on Navy submarines. Perhaps having an accessible chaplain would have made a difference for the young sailor who decided to end his life during the mid-watch. Currently, I am a high school catechism teacher and in charge of volunteer activities for my parish. I have a B.S. in Electrical Engineering and an expected M.S. in Naval Architecture and Management from MIT. In the fall of 2014, I will begin seminary studies with the Diocese of Washington D.C.

Through over eight years of active duty service and many years of religious leadership, I can first-hand relate to sailors and people from many different backgrounds. I have discovered my vocation in life to become a disciple of Jesus Christ as a Catholic Priest and to bring the good news to the world. My path has led me to apply as a seminarian and as a Navy Chaplain and I desire to serve those who serve our country. If accepted to the Chaplain Program, I would be honored to give my life in its entirety to serve the men and women who wear the uniform.

I certify that all statements made in this application and any additional statements pertaining thereto are entirely true and complete to the best of my knowledge and belief. I understand that failure to answer any correspondence accurately or promptly, or failure to accept an appointment tendered to me will subject my application or appointment to cancellation.

17. Applicant's Name (b) (6)	(b) (6)	19. Applicant's Tele. Number (b) (6)	20. Date 2013 Dec 19
Applicant's Email (b) (6)			



## ARCHDIOCESE FOR THE MILITARY SERVICES, USA

2 December 2013

Chief of Navy Chaplains (N097)  
2000 Navy Pentagon  
Room 5E270  
Washington, DC 20360-2000

Dear Chaplain:

This is to certify that Mr. (b) (6) will be a student for the Roman Catholic Priesthood at Blessed John Paul II Seminary in the Fall of 2014.

(b) (6) has his Ordinary's permission to participate in the US Navy's Chaplain Candidate Program while a student there and, therefore, has my approval.

His address is:

(b) (6)

Sincerely,

(b) (6)

cc: (b) (6)  
Blessed John Paul II Seminary

Apr 11, 2014

Date

From: Msgr. (b) (6)  
(Academic Advisor for Applicant)

To: Commander, Navy Recruiting Command (Code \_\_\_\_\_)  
Commander, Naval Education and Training Command (Code \_\_\_\_\_)

Via: Commanding Officer, Navy Recruiting District (b) (6)

Subj: OFFICER ACADEMIC DEGREE PLAN FOR (b) (6)  
(APPLICANT NAME ONLY)

Course Previously Earned/Transferred From Another Institution

Course	Course Number	Hours	Title
N/A			

Total Quarter/Semester Hours: \_\_\_\_\_

Quarter/Semester: Fall Year: 2014

Course	Course Number	Hours	Title
History of Ancient Philosophy	PHIL 353	3	PHIL 353
Contemporary Moral Issues	PHIL 311	3	PHIL 311
Metaphysics I	PHIL 355	3	PHIL 355
Philosophy of Knowledge	PHI 331	3	PHIL 331

Total Quarter/Semester Hours: 12

Quarter/Semester: Spring

Year: 2015

Course	Course Number	Hours	Title
History of Medieval Philosophy	PHIL 354	3	PHIL 354
Metaphysics II	PHIL 356	3	PHIL 356
Reasoning and Argumentation	PHIL 301	3	PHIL 301
Foundations of Catholicism I	TRS 562A	3	TRS 562A

Total Quarter/Semester Hours: 12

Quarter/Semester: Fall

Year: 2015

Course	Course Number	Hours	Title
History of Modern Philosophy	PHIL 453	3	PHIL 453
Foundations of Catholicism II	TRS 562B	3	TRS 562B
Introduction to the Old Testament	TRS 504A	3	TRS 504A
Introduction to Latin	LAT 103	3	LAT 103

Total Quarter/Semester Hours: 12

Quarter/Semester: Spring

Year: 2016

Course	Course Number	Hours	Title
Contemporary Philosophy	PHIL 454	3	PHIL 454
Introduction to the New Testament	TRS 504B	3	TRS 504B
Introduction to Latin	LAT 104	3	LAT 104
Philosophy of Religion	PHIL 317	3	PHIL 317

Total Quarter/Semester Hours: 12



Quarter/Semester: \_\_\_\_\_ Year: 20 \_\_\_\_\_

Course	Course Number	Hours	Title
Additional course work for degree in			
Theology not included in this			
Academic planner. Expect			
greater than 72 semester hours			
for graduate degree in			
Theology before ordination.			

Total Quarter/Semester Hours: \_\_\_\_\_

1. Each quarter/semester must be listed in succession. All electives must be noted and must be degree-specific. If the elective is a required technical elective, it must be specified as such. Other technical electives and all humanities electives need only be listed as "\_\_\_\_ # hours, humanities/other technical elective."

2. Based on my knowledge of present course scheduling, the above courses will be offered when indicated. Completion of this plan will meet the requirement for a (BA/BS) \_\_\_\_\_ degree in (major) \_\_\_\_\_ to be issued in (Mo/Yr) \_\_\_\_\_ from (school) \_\_\_\_\_

Catholic Univ. \_\_\_\_\_ 48 #  
(School) \_\_\_\_\_ credit hours is required for full-time status during 4  
quarter(s)/semester(s).

For Official Use Only - Privacy Sensitive

Msgr. (b) (6)  
Academic Advisor Name (Print)

(b) (6)

Academic Advisor (b) (6) Signature

Rector, Advisor  
Title

# Duke University

## Official Transcript

Name :  
Student ID:  
Print Date:

(b) (6)

-- Degrees Awarded --

Degree: Bachelor of Science in Engineering

Confer Date: 2005-05-15

Plan: Electrical Engineering

-- Academic Program --

Program: Undergraduate Engineering  
Plan: Electrical Engineering Major  
Current Status: Completed Program

-- Beginning of Undergraduate Record --

### 2001 Fall Term

Course	Description	Earned	Grade
Advanced Placement Credit *			
MATH 31	INTRODUCTORY CALCULUS I	1.00	AP
MTH 32	INTRODUCTORY CALCULUS II	1.00	AP
PSY 11	INTRODUCTORY PSYCHOLOGY	1.00	AP
AP Credits: All units may not count toward graduation			
CEM 21L	ADV GENERAL CHEMISTRY	1.00	C-
ECON 51D	NATIONAL INCOME/PUBLIC POLICY	1.00	C
MATH 103	INTERMEDIATE CALCULUS	1.00	B
NAVALSCI 11L	NAVAL ORIENTATION	0.00	B+
NAVALSCI 11L	NAVAL ORIENTATION LAB	0.00	F
SOCIOL 49S	FIRST-YEAR SEMINAR (TOP)	1.00	B
Topic:	POL ECONOMY OF EAST ASIAN		
Term GPA:	2.425	Term Totals:	7.00

### 2002 Spring Term

Course	Description	Earned	Grade
COMPSCI 6	INTRO PROG DES/ANALY I	1.00	A
MATH 104	LINEAR ALGEBRA & APPLICA	0.00	WF
NAVALSCI 52L	SEAPOWER & MARITIME AFF	1.00	B+
NAVALSCI 52L	SEAPOW/MARITIME AFF LAB	0.00	F
PHYSICS 51L	INTRO TECHNICAL PHYSICS	1.00	B-
WRITING 20	ACADEMIC WRITING	1.00	B-
Topic:	WHO CARES ABOUT RELIGION?		
Term GPA:	3.175	Term Totals:	5.00

### 2002 Summer Term 1

Course	Description	Earned	Grade
Study Abroad	Summer in Flanders		
ARTHIST 158	NETHERLANDISH ART	1.00	C+
ARTHIST 159	NETHERLANDISH ART	1.00	C+
Term GPA:	2.300	Term Totals:	2.00

### 2002 Fall Term

Course	Description	Earned	Grade
ECE 61L	INTRO ELECTRIC CIRCUITS	1.00	C
ECE 151L	INTRO TO SWITCH THEORY	1.00	B
MATH 104X	HONORS LINEAR ALGEBRA	1.00	C
NAVALSCI145	LEADERSHIP/MANAGEMENT I	0.00	A
NAVALSCI145L	LEADERSHIP/MGMT I LAB	0.00	F
PHYSEDU 75	LATIN DANCE	0.50	F
PHYSICS 52L	INTRO TECHNICAL PHYSICS	1.00	C
Term GPA:	2.250	Term Totals:	4.50

### 2003 Spring Term

Course	Description	Earned	Grade
COMPSCI 100	PROGRAM DESIGN/ANALY II	1.00	A-
ECE 62L	INTRO ELECTRONIC DEVICES	1.00	A
ECE 64	LINEAR SYSTEM THEORY	1.00	B+
NAVALSCI 12L	NAVAL SHIP SYSTEMS	1.00	A-
NAVALSCI 12L	NAVAL SHIP SYSTEMS LAB	0.00	F
Spring Dean's List			
Term GPA:	3.675	Term Totals:	4.00

### 2003 Summer Term 1

Course	Description	Earned	Grade
Transfer Credit from UNIVERSITY OF MARYLAND			
ECE 170	ELECTROMAGNETIC THEORY	1.00	TR
Credits Transferred: All units may not count toward graduation			
Term GPA:		Term Totals:	1.00

### 2003 Fall Term

Course	Description	Earned	Grade
ECE 163L	INTRO TO INTEGRATED CKTS	1.00	A
ECE 163L2	INTRO TO INTEGRATED CKTS-LAB	0.00	
ECE 271	ELECTROMAGNETIC THEORY	1.00	B
MATH 135	PROBABILITY	1.00	B+
NAVALSCI131	NAVIGATION	1.00	A
NAVALSCI131L	NAVIGATION LABORATORY	0.00	F
Fall Dean's List			
Term GPA:	3.575	Term Totals:	4.00

### 2004 Spring Term

Course	Description	Earned	Grade
ECE 164L	ELECTRONIC DESIGN PROJ	1.00	A
HISTORY 118B	WARFARE IN THE 20TH C	1.00	B+
MATH 131	ELEM DIFFERENTIAL EQUAT	1.00	A
NAVALSCI132	NAVAL OPERATIONS	1.00	A
NAVALSCI132L	NAVAL OPERATIONS LAB	0.00	F
SPANISH 1	ELEMENTARY SPANISH 1	0.00	WF
Topic:	TRAD BEGINNERS		
Spring Dean's List			
Term GPA:	3.825	Term Totals:	4.00

### 2004 Summer Term 2

Course	Description	Earned	Grade
Study Abroad	Summer in Australia		
BIOLOGY 101	BIOGEO AUSTRALIAN CONTEXT	1.00	A-
ENGLISH 142	DUKE-ADM ST ABR: ADV TOP	1.00	A
Topic:	AUSTRALIAN FILM & TV STUDIES		
Term GPA:	3.850	Term Totals:	2.00

### 2004 Fall Term

Course	Description	Earned	Grade
ECE 196	COMP NETWORK ARCHITEC	1.00	A
ECE 193	UNDERGRADUATE RESEARCH	1.00	A
Topic:	MICROWAVE IMAGING		
ME 101L	THERMODYNAMICS	1.00	B-
NAVALSCI126	NAVAL TACTICAL SYSTEMS	1.00	A
NAVALSCI126L	NAVAL TACTICAL SYST LAB	0.00	F
PHYSEDU 15A	WEIGHT TRAINING	0.50	F
Term GPA:	3.675	Term Totals:	4.50

(b) (6)

Received by Recruiter  
in a sealed envelope

(b) (6)

# Duke University

## Official Transcript

Name :  
Student ID:  
Print Date:

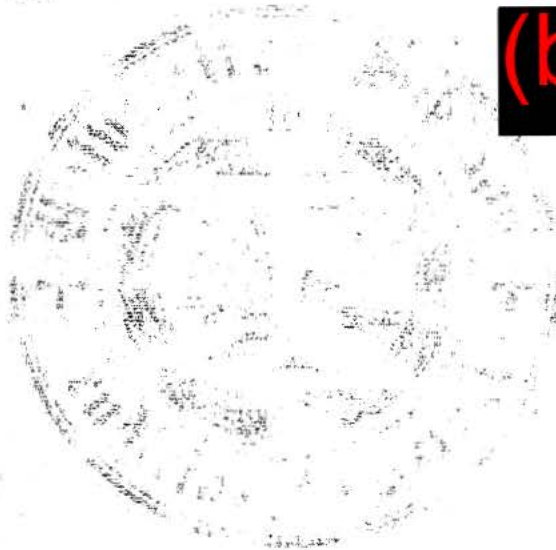
(b) (6)

2005 Spring Term			
Course	Description	Earned	Grade
ECE 152	COMPUTER ARCHITECTURE	1.00	C
ECE 194	UNDERGRADUATE RESEARCH	1.00	A
Topic: MICROWAVE IMAGING			
ECE 275	MICROWAVE ELECTRONIC CKT	1.00	B
NAVALSCUL46	LEADERSHIP/MANAGEMENT II	0.00	A
PHYSEDU 31	INTERMEDIATE GOLF	0.50	P
PHYSEDU 76	ADVANCED LATIN DANCE	0.50	P
Term GPA: 3.000		Term Totals: 4.00	

Undergraduate Career Totals  
Cum GPA: 3.191 Cum Totals: 41.00  
- - - - - End of Transcript - - - - -

Received by Recruiter  
in a sealed envelope

(b) (6)



(b) (6)



(See information on reverse before completing)						TYPE OR PRINT LEGIBLY	
NAME: <b>(b) (6)</b>		PROGRAM FOR WHICH APPLYING: CHAPLAIN CANDIDATE PROGRAM			DATE: 15JAN14		
<b>DESCRIPTIVE:</b> Observe the applicant and write 6 adjectives or phrases that you believe to be most descriptive of the applicant.							
1. NEAT		2. RESPECTFUL		3. ARTICULATE			
4. CONFIDENT		5. PROFESSIONAL		6. ENGAGING			
<b>EVALUATIVE:</b> Consider the applicant as a potential Naval Officer and evaluate him/her on the following:							
APPEARANCE AND POISE		X					
ORAL COMMUNICATION AND EXPRESSION OF IDEAS		X					
LEADERSHIP POTENTIAL		X					
YOUR WILLINGNESS TO HAVE INDIVIDUAL SERVE UNDER YOUR COMMAND WHEN COMMISSIONED		PARTICULARLY LIKE TO HAVE		PREFER TO MOST		BE PLEASED TO HAVE	
		10 9 8 7 6 5 4 3 2 1 0					
		X					
<b>COMMENTS:</b> A summary statement evaluating the applicant is required. All extreme ratings marked by an asterisk (*) should be further commented upon. <b>(b) (6)</b> IS A NAVAL OFFICER SERVING WITH THE SUBMARINE COMMUNITY. HE EPITOMIZES THE NAVY'S CORE VALUES. HE IS CONSCIENTIOUS AND HONEST. HE ENGAGES IN CONVERSATION EASILY AND LISTENS ATTENTIVELY. HE EXPRESSES HIS THOUGHTS CLEARLY AND ASKS QUESTIONS RESPECTFULLY. HE CONTINUES TO BE ENTHUSIASTIC ABOUT SERVING HIS COUNTRY AND HOPES FOR THE OPPORTUNITY TO SERVE AS A CHAPLAIN.							
PROGRAM MOTIVATION (Indicate the applicant's motivation for the program for which applying)		VERY HIGHLY MOTIVATED FOR PROGRAM		DEFINITELY MOTIVATED FOR PROGRAM		MOTIVATED FOR NAVY - PROGRAM NOT IMPORTANT	
				X			
POTENTIAL AS A CAREER NAVAL OFFICER (Complete for Naval Academy, NROTC, and STA - 21 applicants only.)		OUTSTANDING (1)		EXCELLENT (2)		GOOD (3)	
		X					
<b>COMMENTS:</b> Supplement or qualify the motivation rating and potential as a career threat. <b>(b) (6)</b> CAPABILITIES, MOTIVATION AND POTENTIAL BY FUNDING GRADUATE WORK AT M.I.T. IN BOSTON. I STRONGLY RECOMMEND HIS ACCEPTANCE INTO THE CHAPLAIN CORPS AND BELIEVE HE WILL BE ABLE TO MAKE THE ADJUSTMENT FROM LINE OFFICER TO CHAPLAINCY.							
<b>(b) (6)</b>		TYPE OR PRINT NAME OF INTERVIEWER:				GRADE, DESIGNATOR, (IF ANY), BRANCH OF SERVICE	
		<b>(b) (6)</b>				CAPT (RET), 4105, NAVY	



12 APRIL 14

From: Region East Chaplain Program Officer

To: Chaplain Program Manager, CNRC, (b) (6)

Subj: PROGRAM OFFICER ASSESSMENT, IRT (b) (6) 1945 NRD (b) (6)

1. I conducted a face to face interview with Lieutenant (LT) (b) (6) on 15 January 2014 and have spoken with him on a regular basis throughout the application process. LT (b) (6) was formal and appropriately dressed at the face-to-face interview. At the interview and in several conversations following, he was poised with a modest, but sincere attitude. Even though somber and soft-spoken, LT (b) (6) was articulate in his responses, impressively asking questions when unsure to be clearly honest in his answers. LT (b) (6) is seeking to be a Navy Chaplain Candidate Program Officer (CCPO).

2. When asked, LT (b) (6) called his spiritual journey "a long round-a-bout journey." He shared being "very involved with the church since (he) was a little baby." Expanding, LT (b) (6) said, "I was baptized as an infant and I have always remembered attending church services every Sunday, even when our family was on vacation." He highlighted that his parents "are very devout Catholics and they are part of the 3<sup>rd</sup> Order Carmelites in Washington D.C." Being honest about his growth in faith as an adolescent, LT (b) (6) confessed "most of us would only go because our friends were at church, not because of the faith," stating "I considered myself to be a lukewarm Catholic." Even with that, LT (b) (6) disclosed that he became "one of the youth group leaders and that was the first time that I saw the glimpse of the beauty of God at church." Asserting, "I think I fell in love with the church, without really knowing what it was," LT (b) (6) shared, "I continued to be involved with the church in college, joining the Newman Catholic Student group and being involved in choir, retreats, and campus ministry." Still very accountable, LT (b) (6) confessed, "I was more interested in what I wanted to do in life, with no room for God. I remained a lukewarm Christian."

When asked about his call from God to ministry, LT (b) (6) shared a refocus on what relationship mattered to him the most. After a failed romantic relationship two years ago, he said, "I decided to turn to God. I asked him for forgiveness for all of my past behavior and lifestyle. I started to get involved with the local church and teach Sunday school." When asked how this impacted his total commitment to the Catholic priesthood, LT (b) (6) said, "I turned to the Bible, and for some reason this time, Gospels came to life for me, and it was as if God was right there in front of me, alive as much as anyone else is. I was so completely shocked and astonished with the idea of a living Jesus and it transformed me." In conclusion, LT (b) (6) said he "felt the calling to go deeper into (his) faith and possible pursue a religious life in the priesthood."

When asked how his prior military experiences help prepare him for Navy Chaplaincy, LT (b) (6) talked about his understanding of military personnel. He said, "I understand how the Navy works, from the relationship between officers and enlisted, to the higher ranks to the lowest rank." He talked about his experience onboard a submarine and to "understand some of the troubles that we go through because I went through the same struggles of depression, anxiety,

isolation, etc." LT (b) (6) highlighted being "the Flag Aide to the Admiral for Commander Naval Forces Korea." He said, "I learned a great deal about leadership and responsibility."

3. When asked about his greatest challenge in the military, LT (b) (6) talked about his military career did not start well. He said, "Being a submarine officer was the greatest challenge." He said, "The greatest (challenge) was dealing with the pains of isolation and loneliness during my time served on the submarine." When asked how he overcame the isolation, LT (b) (6) responded, "I am not quite sure how I overcame it." When asked to expand, LT (b) (6) shared that he became a lay leader "because there was no chaplain." He continued, "I overcame it by leaving the submarine tour." He went to graduate school in the Navy. But above the hardships, LT (b) (6) added that the submarine experience helped him understand the need in the Navy for Catholic priests because a priest was unavailable.

4. When asked about his desire to be a NAVY chaplain, LT (b) (6) was very direct. He said, "I want to be able to serve those that I have served with. It would be a great honor to be able to be with and be a witness to God, bringing the goodness and support that was lacking in my life as a young officer in the Navy." He added, "The graduate school incurs a commitment of three years and I felt that those years would be better served as a Navy Chaplain than as an engineer." When asked for why he felt that being a Navy Chaplain was better use of his time, LT (b) (6) said, "I want to be where I am needed most, and where God wants me to be."

5. When asked about his concept of Institutional Ministry, LT (b) (6) gave a simple response. He said, "Ministry within an organization. Institutional ministry to me is similar to the idea of a general Chaplain. I must minister to not only my faith group but to all people, because we are all God's children and the value of one person's soul is not greater or less than another."

6. When asked about his experience working with clergy of other faith groups, LT (b) (6) emphasized his military experience and his experience growing up equipping him to be sensitive to religious diversity. He said, "Through my experience in the Navy working with all sorts of people, and growing up in a very diverse school district, I fully understand the diverse nature of human beings and very much open to other faith groups of all religions." He added that he was a friend with Muslims and studied Islam. He revealed a "mission trip to Uruguay with a Jewish synagogue."

7. When asked if he would be able to work with/for women, LT (b) (6) said, "Yes, most definitely." He did not see any foreseeable issues with working for or with women due to "staff work in the Navy where women are supervisors."

8. When asked about his greatest challenge in ministry, LT (b) (6) talked about his lack of knowledge about his own faith. He said, "My greatest challenge has been discovering and overcoming my shortcomings in my own faith as I prepare to be a witness to God." Humbly, LT (b) (6) asserted, "I know that there needs to be much spiritual and personal growth during my studies in formation for priesthood particularly humility." He added, "Doing things (God's) way. Letting go of (my) way to letting God in. Personal spirituality is very important."



9. When asked about his greatest strength, LT (b)(6) underlined his leadership of group ministry. He said, "I work well within the context of church ministry, particularly group settings. I enjoy talking to people one-on-one and listening to try to find ways to help the person."

10. When asked about his family dealing with the possibility of him going in to harm's way, LT (b)(6) talked his past submarine deployments. He said, "I have been deployed three times on the submarine USS Albuquerque (SSN 706) to all parts of the world and my family is used to having me away."

11. When asked about working on a multi-staff and being the junior person, LT (b)(6) his military career again. He underscored, "I have yet to be a pastor, but because I am very much used to the way of life in the military." When asked about a disagreement with a senior person, LT (b)(6) simply responded, "I am used to having to work under senior leadership that I may or may not agree with."

12. When asked about his dream duty station, LT (b)(6) said, "Wherever God wants me. Anywhere I am needed."

13. During this interview and conversations throughout the application process, I struggled on deciding if the commitment by LT (b)(6) to the Catholic priesthood was legitimate or just a path out of his commitment to the Navy. Throughout the process, I have asked tactfully and in various ways, questions about his troubles serving on submarines as well as changing his intentions after attending graduate school with the Navy to be a Chaplain Candidate Program Officer instead. At this point, after many discussions, I will lean toward LT (b)(6) being fully committed to his call to be a Catholic priest serving in the Navy Chaplain Corps.

LT (b)(6) has been honest and upfront about his internal challenges serving on submarines. He did not withhold that information in a deceitful way. In addition, when asked about his position if he has to be financially accountable to repay the money for attending graduate school with the Navy, LT (b)(6) never wavered from being honorable to repaying the cost of the graduate if so directed by the Navy. Repeatedly, in reference to his own experience, LT (b)(6) talked about his understanding of the need of Catholic priests in the Navy fleet as well as chaplains in general. LT (b)(6) used his own experiences and struggles as motivation and justification to finish his application to begin the formation program to pursue being an ordained Roman Catholic priest within the Chaplain Candidate Program. LT (b)(6) has been very sincere about his struggles, frank about his accountability to follow the career path that the Navy directs, and honest about his call to be a Roman Catholic Chaplain in the United States Navy Chaplain Corps.

Therefore, I recommend LT (b)(6) Chaplain Candidate Program Officer (1945).

(b)(6)

F. J. S. N.

**21. OFFICER RECRUITER'S REMARKS (Limited to the visible area.)**

Applicant meets all requirements to be selected for all programs listed. His knowledge and experience will have a positive impact on the success of America's Navy as well as all other DOD organizations.

**22. OFFICER PROCESSOR'S SUMMARY (Limited to the visible area.)**

Transcript reserved in sealed envelope.

**23. Recruiting Operations Officer (R-O/O) REMARKS (Limited to the visible area.)**

Lieutenant <sup>(b) (6)</sup> has remained consistent and determined in his application and the process to apply for the Navy Chaplain Program community. His dedication and commitment to service and the men and women of the fleet are his inspiration. He is an outstanding candidate and will make a wonderful addition to the Navy Chaplain Program.

24. Based upon all available information, it is my opinion that the applicant is recommended as follows for appointment in the U.S. Navy or U. S. Navy Reserve for the programs listed above in order of preference listed.

☒ Highly Recommended ☐ Recommended ☐ Not Recommended

**25. Recruiting Personnel Certification**

I certify that the information contained on this document, to include my personal remarks, are true and accurate to the best of my ability, and I understand that information from this form will be used to create documents for the OFFICIAL PERSONNEL RECORD. ALL information provided in this document has been verified against the other source documents (i.e. Birth Certificates and SSN Cards) and is accurate to include the proper spelling of the applicant's complete name and SSN.

26. Date 2014 Apr 14	27. Recruiter's Telephone Number (Include area code) (b) (6)	28. Recruiter's Name (b) (6)
29. Date 2014 Apr 14	30. Processor's Telephone Number (Include area code) (b) (6)	31. Processor's Name (b) (6)
32. Date 2014 Apr 14	33. Processor's Telephone Number (Include area code) (b) (6)	34. Processor's Name (b) (6)



APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input checked="" type="radio"/> a. EMPLOYER	<input type="radio"/> b. SCHOOL OFFICIAL	<input type="radio"/> c. OTHER (Specify)		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20120501	b. TO (YYYYMMDD) 20140107	Lieutenant U.S. Navy		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD) 20120501	b. TO (YYYYMMDD) 20140107	N/A		
16. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. ADAPTABILITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. INITIATIVE		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. JUDGMENT		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
f. PHYSICAL FITNESS		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
g. LEADERSHIP		<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
h. MATURITY		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
i. DEPENDABILITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL. LT <b>(b) (6)</b> has performed well as a graduate student at MIT. Based on my observations during the past two years, he is very suited to be a Navy chaplain. His character and skills are well above average and his enthusiasm is unparalleled.				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		CAPT, USN		
<b>(b) (6)</b>			d. DATE SIGNED (YYYYMMDD)	
<b>(b) (6)</b>			20140106	

APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input checked="" type="checkbox"/> c. OTHER (Specify)	Friend	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20080101	b. TO (YYYYMMDD) 20140104	Lieutenant U.S. Navy		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)	N/A		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS			X	
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>I have known (b) (6) for the past 19 years from our church parish (b) (6). He and I served in our church youth group together. We've served as church camp counselors, retreat counselors, and other volunteer activities together. Through the years, we have become close friends. He is committed to work, friends, and church family. His commitment to teamwork is unparalleled. He is an excellent networker, building strong connections and seeking opportunities for greater engagement in anything he puts his mind to. Mr. (b) (6) is a dedicated professional whose greatest strength is his personal motivation and commitment to learn. He has an innate ability to influence others, which makes for a great leader. He has a positive can-do attitude. People are drawn to his innate ability to communicate and connect with others. I trust his judgment and he has given me some good sound advice in my personal life.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		Ms (b) (6)		
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)		
(b) (6)		20140106		



APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
a. EMPLOYER		b. SCHOOL OFFICIAL		X c. OTHER (Specify) Friend
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 19970101		b. TO (YYYYMMDD) 20140102		Lieutenant U.S. Navy
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)		b. TO (YYYYMMDD)		N/A
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>I would highly recommend (b) (6) to be in a leadership position in any capacity. As a dear friend for the past 15 years or so, he has demonstrated through various interactions both professionally and personally his ability to lead others, make sound judgements, and provide constructive feedback. He is one of a few individuals that is highly dependable no matter where he is across the country. He would always take time out of his busy schedule to make sure his friends are doing well anytime of the year. His commitment toward his family and friends have always been his upmost priority. I expect nothing less from (b) (6). He has recently signed up to participate in the Columbia Triathlon in May, I fully expect his training to put him in top shape as he enters the competition.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		Mr.		
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)		
(b) (6)		20140102		

DD FORM



APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>			
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT?			
A. EMPLOYER		B. SCHOOL OFFICIAL	
		C. OTHER (Specify): <input checked="" type="checkbox"/> Friend	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?			
a. FROM (YYYYMMDD) 10/20/10		b. TO (YYYYMMDD) 2014/01/11	
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE High School Senior	
a. FROM (YYYYMMDD)		b. TO (YYYYMMDD)	
		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN. N/A	
15. HOW DO YOU RATE THE APPLICANT'S:			
(Indicate with an "X")			
a. TRUSTWORTHINESS	OUTSTANDING	AVERAGE	UNSATISFACTORY
b. ADAPTABILITY	<input checked="" type="checkbox"/>		
c. ABILITY TO WORK WELL WITH OTHERS	<input checked="" type="checkbox"/>		
d. INITIATIVE	<input checked="" type="checkbox"/>		
e. JUDGMENT	<input checked="" type="checkbox"/>		
f. PHYSICAL FITNESS		<input checked="" type="checkbox"/>	
g. LEADERSHIP	<input checked="" type="checkbox"/>		
h. MATURITY	<input checked="" type="checkbox"/>		
i. DEPENDABILITY	<input checked="" type="checkbox"/>		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")	
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If yes, explain in detail)		YES	NO
			<input checked="" type="checkbox"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If yes, explain in detail)		YES	NO
			<input checked="" type="checkbox"/>
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.			
<p><b>(b) (6)</b> IS A DEDICATED PERSON WHEN IT COMES TO WORK, FRIENDSHIP, AND FAMILY. HE HAS ALWAYS BEEN DEPENDABLE, EVEN WHEN HE'S NOT EXPECTED TO. DRIVER I'VE FOUND MR. LEE FOR MOST OF MY LIFE AND HE MET THEM THE CHURCH OF ALL THE YEARS I'VE KNOWN HIM, HE'S ALWAYS CAREFUL IN HIS DECISIONS, HE TAKES GOOD JUDGMENT <del>ADDS</del> CHAIRS. I WOULD TRUST MR. LEE WITH MY LIFE AND KNOW HE WOULD BE AN EXCELLENT CANDIDATE.</p>			
19. PERSON COMPLETING QUESTIONNAIRE			
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE	
<b>(b) (6)</b>		Mr.	
c. SIGNATURE <b>(b) (6)</b>		d. DATE SIGNED (YYYYMMDD) 2-24/11	

DD FORM 870 (BACK), MAR 2008



APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input type="radio"/> a. EMPLOYER	<input type="radio"/> b. SCHOOL OFFICIAL	<input checked="" type="radio"/> c. OTHER (Specify) Priest Mentor		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20130316	b. TO (YYYYMMDD) 20140102	Lieutenant U.S. Navy		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)	N/A		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. ADAPTABILITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. INITIATIVE		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. JUDGMENT		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. PHYSICAL FITNESS		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. LEADERSHIP		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. MATURITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. DEPENDABILITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL. <b>(b) (6)</b> is a mature young man. His extensive experience in the world—both as a student in the university and as a naval officer often entrusted with work of a highly sensitive nature indicate maturity on a human level. He has a well-balanced personality. He is sincere in his desire to serve others, and generous with his time and energy. <b>(b) (6)</b> experience as an officer in the Navy—especially his service afloat—has given him strong leadership skills. He seems to have a sound sense of judgment, which is shown by his willingness to seek counsel from others. <b>(b) (6)</b> academic performance is impressive. His completion of an engineering degree while attending to his training commitments with the Navy indicates that he is both gifted and hard working. His assignment as an admiral's aide indicates that he was highly regarded as a junior officer. His intellectual gifts were such that the Navy sent him to study at MIT—in a highly demanding program of graduate study. <b>(b) (6)</b> is seriously committed to leading an exemplary Christian life. He will do very well in the seminary, and, one day, will be a great help and support for young men and women in the sea services. I strongly recommended <b>(b) (6)</b> for service in the Navy.				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		Fr.		
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)		
<b>(b) (6)</b>		20140107		

APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input type="checkbox"/> a. EMPLOYER		<input type="checkbox"/> b. SCHOOL OFFICIAL		<input checked="" type="checkbox"/> c. OTHER (Specify) Sister
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 19831023		b. TO (YYYYMMDD) 20131229		Lieutenant U.S. Navy
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)		b. TO (YYYYMMDD)		N/A
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="checkbox"/>		
b. ADAPTABILITY		<input checked="" type="checkbox"/>		
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="checkbox"/>		
d. INITIATIVE		<input checked="" type="checkbox"/>		
e. JUDGMENT		<input checked="" type="checkbox"/>		
f. PHYSICAL FITNESS		<input checked="" type="checkbox"/>		
g. LEADERSHIP		<input checked="" type="checkbox"/>		
h. MATURITY		<input checked="" type="checkbox"/>		
i. DEPENDABILITY		<input checked="" type="checkbox"/>		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			<input checked="" type="checkbox"/>	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			<input checked="" type="checkbox"/>	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>please see attached</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		Mrs		
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)		
(b) (6)		11/29/2013		



PERSONAL REFERENCE FORM FOR LEE, UNGTAE (NMI)

18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICATION BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.

I highly recommend my brother, (b) (6) for the Armed Forces. He is not only my younger brother but one of my closest confidant and friend. I really enjoy spending time with him, he's not only mentally and emotionally mature but he is also very pleasant to be around and we always seem to have a lot to talk about.

(b) (6) is a well-rounded individual. (b) (6) is a leader by nature, and have used his abilities throughout his life. In high school he was the Youth Group leader at our church. Then, as a navy officer, he was a junior grade level manager. He had to lead service men and carry out the missions. He is also a very responsible and reliable employee. (b) (6) had the privilege to serve as an aide to the US navy admiral during his time in Korea. I had a chance to speak to the admiral and he could not stop praising my brother for his hard work and dedication. He noted that with my brother's help, he was able to get his job done with ease and thoroughly enjoyed (b) (6) company. Last year he put together the first social event for Harvard and MIT Korean graduate students. From planning to execution, he was able to make this a hugely successful event.

(b) (6) is also quick to adapt. During undergraduate studies at Duke, he majored in Electrical and Computer Engineering. His first year was tough, since he was adjusting to this caliber of studies coming from a lower-middle class public school. But he quickly realized how and what he needed to study and he won the award for most improved grades (from freshman year to senior year). When he recently worked in Korea for a few years, he was in for a culture shock. However he quickly learned the culture, and adapted to Korea's mannerism. When I visited my brother after his first year, I was surprised how native to Korea he seemed to be, his Korean was fluent and seemingly had the road map of Seoul ingrained in his head as he maneuvered quickly through traffic in his Hyundai!

To those that meet him for the first time, he may seem quiet at first but once you start talking to him he is very friendly and is eager to get to know you. He can strike up a conversation with anyone and is not afraid to approach someone new. He is a thinker, and is often serious. He is a very curious individual who loves to explore, learn and travel. He is an intelligent individual, who excels in academics. At the same time, he values personal relationships very much and enjoys being around others. Once he makes a friend, they are a friend for life. Ungtae grew up in a loving + healthy family, and deeply rooted in his values and faith. Not only is he very intelligent and a leader, but he is also a very caring person with a warm heart, who values relationships with people. He is very respectful of others and I admire his ability to self-motivate, prioritize and organize his day to day life for each of his goal. Once Ungtae sets his mind on something, he will pursue it to best of his abilities. He is quite the thinker, so when he makes important decisions, you can already bet he's done all his research to make the best decision possible.

(b) (6)

3 of 3

12/19/2013  
12/29/2013

APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input checked="" type="radio"/> a. EMPLOYER	<input type="radio"/> b. SCHOOL OFFICIAL	<input type="radio"/> c. OTHER (Specify)		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20120501	b. TO (YYYYMMDD) 20140107	Lieutenant U.S. Navy		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD) 20120501	b. TO (YYYYMMDD) 20140107	N/A		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. ADAPTABILITY	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. ABILITY TO WORK WELL WITH OTHERS	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. INITIATIVE	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. JUDGMENT	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. PHYSICAL FITNESS	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. LEADERSHIP	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
h. MATURITY	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. DEPENDABILITY	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>LT <b>(b) (6)</b> has performed well as a graduate student at MIT. Based on my observations during the past two years, he is very suited to be a Navy chaplain. His character and skills are well above average and his enthusiasm is unparalleled.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		CAPT, USN		
				d. DATE SIGNED (YYYYMMDD)
				20140106





DEPARTMENT OF THE NAVY

NAVY PERSONNEL COMMAND  
5720 INTEGRITY DRIVE  
MILLINGTON TN 38055-0000

1920  
PERS-00/207  
31 Mar 14

From: Commander, Navy Personnel Command  
To: Chaplain Candidate Program

Subj: CONTINGENT RESIGNATION REQUEST IN THE CASE OF  
LT (b) (6) USN, (b) (6)

Encl: (1) LT (b) (6) ltr of 4 Feb 14

1. Enclosure (1) is forwarded for your consideration.
2. I support the contingent resignation of Lieutenant (b) (6) contingent upon his acceptance into the Chaplain Candidate Program.

(b) (6)

Copy to:  
MIT, Naval Construction and Engineering Program  
LT (b) (6)



**DEPARTMENT OF THE NAVY**  
NAVAL CONSTRUCTION & ENGINEERING PROGRAM  
MASSACHUSETTS INSTITUTE OF TECHNOLOGY  
COURSE 13A, ROOM 5-317  
77 MASSACHUSETTS AVENUE  
CAMBRIDGE, MA 02139

IN REPLY REFER TO:

1500

Ser: 11

27 Feb 2014

From: Director, Naval Construction and Engineering Program  
To: Whom It May Concern

SUBJ: STATEMENT OF SERVICE IN THE CASE OF LT (b) (6) USN

1. This is to certify that subject named member is currently serving on active duty in the United States Navy. Member is currently attached to this command and currently fulfilling orders at Massachusetts Institute of Technology.

2. The following information is provided:

Full Name: (b) (6)

SSN: (b) (6)

DOB: (b) (6)

PEBD: 05/13/2005, Indefinite

3. Any questions please contact me at (b) (6)

(b) (6)

By direction

Copy to:  
LT (b) (6)

## CARE APPLICANTS

16

Date Received March 21, 2014

Last Name (b) (6)

First Name (b) (6)

Program Requested Chaplain Candidate Program

Endorser Evangelical Church Alliance

City Lynchburg State VA

Gender M Age (b) (6)

Race (b) (6)

Undergrad Institution Trinity Baptist College GPA 3.75

Field of Study Interdisciplinary Studies

Graduate Institution Liberty University Secondary GPA 3.05

Prim Service Yes Branch of Service USCG & USAF

Comments

(b) (6)

(b) (6)

(b) (6)

**Ministry  
Direction**

My theological training has been accomplished with the knowledge and conviction that God has "Called" me to ministry in the Navy Chaplain Corps. I have sought further training in crisis & pastoral counseling. Desiring to be ready, I served as a BGEA Disaster Chaplain. I am prepared and ready to meet the challenges of Navy Chaplaincy with our Sea Service men and women.

**Present  
Ministerial  
Position**

**Hope Aglow Church**

09/13-Present

Volunteer

*120 hours/month plus approx. 15-20 additional hours of duty/month.*

- Assistant Church Lay Leader, weekly Preaching assignment
- Assist Pastor with church administration and planning coordination for monthly scheduled events.
- Facilitate community service outreach. Hospital visitation
- Initiated new Bible Study, providing 47 participants with 14 hours of study and fellowship.
- Provide ministerial counseling to church members

**Ministry  
Experience**

**Internship**

Calvary Baptist, Cocoa FL    *120 days*    06/12-08/12  
350 Fairmont Drive, Cocoa FL 32922

Intern Pastor Calvary Baptist Church, Supervisor: Sr. Pastor, (b) (6)  
Phone (b) (6)

Duties included: Associate Pastor Training, Paid Position, (20 weeks 40hrs per week)  
Preaching weekly and teaching of mid-week services, Counseling during men's Bible Studies, Weekly Hospital and Shut-in visitation

Served both Jr. and Sr. Leadership Roles.

Led and trained others to lead small groups and church logistics and outreach to local community agenda along with 2 funeral services

(b) (6)

2/18/14



### **Organizer/Leader**

Hope Aglow Church Lynchburg, VA

[Part-time, non-paid position; operating expenses met by sponsoring churches; Many hours spent during initial organizational phases, now approx. 5hrs/wk to maintain]  
Assists interdenominational organization representing a coalition of churches in the Lynchburg community that provides tangible family support in the absence of assistance.

- Places military families into "adopted homes" of local families in the Abilene faith Community in order to provide continuous interpersonal emotional and spiritual
- Recruits and organizes volunteer work crews to perform cost-free automotive repairs and lawn care services for senior or single mothers in church.
- Organizes group picnics, social, and recreational events for program participants.
- Creates and publishes church brochures and newsletters to inform participants,
- Works closely with local chapel community, family readiness office, churches, and Civic and service organizations to direct available resources to meeting identified needs.

### **Other Ministry Experience:**

- Preached on numerous occasions in various churches (over 40 times), usually on Missions emphasis, in University Chapel (4 times),  
Preached in a service of the Hungarian Baptist Church of , Toronto Canada.
- Participated in food distributions to the homeless in Jacksonville & Washington DC.
- Organized Bible studies at monthly Squadron gatherings, off base local churches  
And distributed needed humanitarian relief such as food, medicine, clothing, and School supplies in a multinational command while assigned to Hitron 2006-09.
- BGEA Chaplain to New Orleans and NIU College campus shooting 2006-08
- Preached in Arcata CA, Juvenile Hall facility monthly 2009-11
- Bible Believers Baptist Church Jacksonville FL, Street Evangelism Team Leader
- Liberty University Evangelism Team Leader, 2013-14
- Led & Organized Oak leaf Baptist Churches monthly men's breakfast 2006-09

### **Community Activities and Memberships**

#### **Apr 06 – Jun 10 BGEA Disaster Chaplain, Charlotte, NC**

Non-profit Volunteer BGEA Rapid Response Chaplain deployed for disaster relief & counseling to New Orleans citizens and NIU College victims involved in mass campus shooting.

#### **May 06-Jun 09 Oak Leaf Baptist Church, Orange Park, FL**

800 Oak Leaf Plantation Pkwy. Orange Park, FL 32065

Sr. Pastor (b) (6) (b) (6)

Actively Taught College career Sunday school weekly, Overseer of Monthly men's discipleship outreach and message through breakfast, Usher duties  
Activity planned. Door to door, follow up on church guest visitors and gospel evangelism. July 2007 -09 (120 Weeks 3-4 hours per week)  
Returned back to area 2011 Continued with College & Career age Sunday Classroom

#### **Jun 06-Jul 09 Volunteer Youth work with Monument Point Fellowship, Jacksonville, FL**

Youth Pastor, (b) (6) (b) (6)

(b) (6)

2/18/14

Planned youth activities, led Bible Studies, and Sunday school lessons, spent discipleship time with youth  
Nov 2006 thru Present (40 weeks 2 hours per week)

**Aug 09-Jul 10 Calvary Chapel, Arcata, CA**  
*Youth Counselor, Evangelism Training Course*

**May 12-Present Bible Believer's Church Jacksonville, FL**  
*Street Evangelism Team, member*

**Military  
Experience**

**USCG Operations Specialist 1<sup>st</sup> Class**

- Duties included tactical command, control communications and Intelligence rating. Performing Functions ranging from Search and Rescue, Law Enforcement Case execution, to Air Control and Intelligence analysis. Operated advanced tactical computer systems the Coast Guard utilized for satellite communications, global position navigation, electronic charting systems to real-time target Acquisition
- Tracked secure units' communication equipment valued over 5 million.
- Utilized a vast Array of communications systems, sensors and computers.
- USCG District 7 Miami FL, SAR Coordinator
- Navigation Information Watch stander for GPS Satellite liaison to public assigned at Navcen Alexandria VA
- Oversee activities directly related to making products or providing services.
- Manager for Command Security Officers classified control EKMS materials
- Review financial statements, sales and activity reports, and other performance data to measure productivity and goal achievement and to determine areas needing cost reduction and program improvement.
- Manage staff, preparing work schedules and assigning specific duties.
- Direct and coordinate organization's financial and budget activities to fund operations, maximize and increase efficiency.
- Establish and implement departmental policies, goals, objectives, and procedures, conferring with board members, organization officials, and staff members as necessary.
- Determine staffing requirements, and interview, train new employees, or oversee those personnel processes.
- Briefed Command Staff Daily on Operations and Resource status availability

(b) (6)

2/18/14

**Other  
Professional  
Experience**

**Aircraft Structural Mechanic / USAF**

Mountain AFB ID, (1997 - 1998)  
48<sup>TH</sup> RAF Lakenheath UK, (1998-2000)

**Education**

**Master of Divinity (Candidate)**

Liberty University Theological Seminary, Resident  
1971 University Blvd  
Lynchburg VA, 24515  
• Chaplaincy  
• Graduation: Fall 2014.

**Bachelor of Science & Inter-Disciplinary Studies**

Trinity Baptist College  
800 Hammond Blvd  
Jacksonville FL, 32242  
• 2012 Graduate.  
• Major emphasis: Communication.  
• Minor Emphasis: Military Science.

**Honors/  
Awards**

- Dean award Magna Cum Laude Recipient, Leadership Scholar (2011-2012).

**Military Awards and Commendations include:**

Joint Service Achievement Medal  
Bosnia Kosovo Humanitarian Relief Operation 2000  
3 USCG Good conduct MEDALS  
Department of Transportation 9-11 Medal  
Global War on Terrorism Civilian Service Medal 2001  
National Defense Service Medal  
Kosovo Campaign Medal  
Pistol & Rifle Sharp Shooter

**Professional/  
Service  
Affiliations**

Ecclesiastically endorsed by Evangelical Church Alliance Bradley Illinois,  
For active duty Navy chaplaincy.  
American Red Cross Volunteer  
BGEA Chaplain, Trinity Baptist College Jacksonville FL, Alumni

(b) (6)

2/19/14



**16. APPLICANT'S MOTIVATIONAL STATEMENT (Limited to the visible area.)**

I feel an enthusiastic desire from my past 12 1/2 years serving on active duty, along with my acquired spiritual maturity from God's Word and wisdom from my academic and past servant leadership experiences to face the difficulties, responsibilities, and vastness of this field of labor found within military chaplaincy. From my exposure to military hardships and several past deployments I feel that my devotion to the men and women under our echelon will find a vibrant person from which they can trust and relate to during their demand of serving this country and fellow sailors and marines with confidence in the missions assigned to them. I believe that my experience in ministry along with my education, has equipped me to serve my country as a Navy Chaplain. I have been greatly influenced in my own spiritual journey from several wonderful Navy Chaplains during my tours of duty. Shortly after graduating boot camp in Cape May NJ the head Chaplain encouraged me to continue in the scriptures and within one week I graciously received the gift and mercy offered by my Christian Faith in Jesus Christ. And within one year I was awarded the opportunity to be baptized by CDR (b) (6) while stationed at Training Center Petaluma, CA. I have found serving in the military a true passion and now with this high calling to now better serve others in their spiritual needs allowing them to faithfully exercise their religious freedom while they diligently perform their assigned roles within their job assignments.

My privilege is to administer the true teachings of Christianity in that I myself will demonstrate visibly "to love the Lord our God with all our heart, with all our soul, with all our strength, and with all our mind, and our neighbor as ourselves." I being a Chaplain must be apt to teach. Teaching is the highest duty of this office, and surely, therefore I should be well qualified to give instructions before assuming the responsibilities of the office. I have been leading and preaching bible studies for numerous years while piously sharing God's Word which has powerfully displayed in my commitment to obey His scriptures and teach His people. From my experience the men serving in the armed forces need to be encouraged, to be cheered up in their labors and sufferings, and it is a very desirable call for me to see that they have that resource and comfort that I can through God's power afford to them. It is truly an honor to allow myself to serve those around me in the office of ministry so that all persons can fulfill their God given assignments in the purposes they are called to. I feel in my convictions that God has called and opened a door for me to do the good works of the ministry within the demands of military service and it is my intent to convey my longings to serve God and the members of the United States Navy.

I certify that all statements made in this application and any additional statements pertaining thereto are entirely true and complete to the best of my knowledge and belief. I understand that failure to answer any correspondence accurately or promptly, or failure to accept an appointment tendered to me will subject my application or appointment to cancellation without further notice.

17. Applicant's Name (b) (6)	18. Applicant's Signature (b) (6)	19. Applicant's Tele. Number (b) (6)	20. Date 2014 Feb 10
Applicant's Email (b) (6)			



Feb 7, 2014

Date

From: Liberty Theological Seminary  
(Academic Advisor for Applicant)

To: Commander, Navy Recruiting Command (Code \_\_\_\_\_)  
Commander, Naval Education and Training Command (Code \_\_\_\_\_)

Via: Commanding Officer, Navy Recruiting District (b) (6)

Subj: OFFICER ACADEMIC DEGREE PLAN FOR (b) (6)  
(APPLICANT NAME ONLY)

### Course Previously Earned/Transferred From Another Institution

Course	Course Number	Hours	Title

Total Quarter/Semester Hours: \_\_\_\_\_

Quarter/Semester: Fall Year: 2012

Course	Course Number	Hours	Title
APOL	500	3	Introduction to Apologetics
GLST	500	3	Global Studies Survey

Total Quarter/Semester Hours: 6

Quarter/Semester: Spring

Year: 2013

Course	Course Number	Hours	Title
CHHI	520	3	History of Christianity I
CHHI	525	3	History of Christianity II
DSMN	500	3	Discipleship Ministry

Total Quarter/Semester Hours: 9

Quarter/Semester: Fall

Year: 2013

Course	Course Number	Hours	Title
CHPL	500	3	Intro to Chaplaincy Ministry
LEAD	510	3	Bibl Foundations of Ministry
PACO	500	3	Introduction to Pastoral Ministry
THEO	525	3	Systematic Theology

Total Quarter/Semester Hours: 12

Quarter/Semester: Spring

Year: 2014

Course	Course Number	Hours	Title
HOMI	601	3	Ministry of Teaching
LEAD	620	3	Mission, Vision, and Ministry
LEAD	635	3	Theology of Pastoral Ministry
PACO	604	3	Crisis Counseling and Ministry
THEO	530	3	Systematic Theology II

Total Quarter/Semester Hours: 15

Quarter/Semester: \_\_\_\_\_ Year: 20 \_\_\_\_\_

Course	Course Number	Hours	Title

Total Quarter/Semester Hours: \_\_\_\_\_

1. Each quarter/semester must be listed in succession. All electives must be noted and must be degree-specific. If the elective is a required technical elective, it must be specified as such. Other technical electives and all humanities electives need only be listed as "\_\_\_\_ # hours, humanities/other technical elective".

2. Based on my knowledge of present course scheduling, the above courses will be offered when indicated. Completion of this plan will meet the requirement for a (BA/BS) mdiv 72hr degree in (major) Chaplaincy to be issued in (Mo/Yr) 12/2014 from (school) Liberty Theological Seminary

Liberty Baptist <sup>9</sup> # \_\_\_\_\_ credit hours is required for full-time status during 1 \_\_\_\_\_  
(School) \_\_\_\_\_  
quarter(s)/semester(s).

For Official Use Only - Privacy Sensitive

(b) (6)

Academic Advisor Name (Print)

(b) (6) 2/11/14

Academic Advisor Signature

Department Chair

Title

Compo, Damien

# Transcript

TRINITY BAPTIST COLLEGE  
800 HAMMOND BLVD.  
JACKSONVILLE, FL 32221

Student's Name (b) (6)	Maiden Name:
Student's ID Number (b) (6)	Social Security Number (b) (6)
Home Address (b) (6)	United States of America

Gender M	Race (b) (6)	Parents or Guardians (b) (6)
Date of Birth (b) (6)	Place of Birth	

High School Name (b) (6)
High School Address (b) (6)
Graduation Date 6/10/1997

## Degree Conferred

5/5/2012 IS Bachelor of Science Degree in Interdisciplinary Studies

Grading Key: A-Excellent B-Good C-Average D-Poor F-Failure P-Passing W-Withdrawn CERTIFIED TO BE A TRUE COPY

## UNDERGRADUATE

2011-12

Semester

### FALL

Catalog Number	Course Title	Hours Attempted for GPA	Grade	Credit Earned	Honor Points
BIB104	THE LIFE OF CHRIST	2	A	2	8
BIB205	ROMANS	2	A	2	8
BIB207	CULTS I	2	A	2	8
BIB303	POETIC BOOKS	2	B+	2	6
BIB305	HEBREWS	2	C	2	4
BIB312	ACTS	3	A	3	12
BIB405	PENTATEUCH	2	A	2	8
BIB414	GENERAL EPISTLES	3	A	3	12
SEMESTER GPA 3.67		SEMESTER TOTAL 18		18	68

### SPRING

Catalog Number	Course Title	Hours Attempted for GPA	Grade	Credit Earned	Honor Points
BIB101	OLD TESTAMENT SURVEY	3	A-	3	12
BIB201	BIBLE DOCTRINES I	3	A	3	12
BIB202	BIBLE DOCTRINES II	3	A	3	12
BIB512	NEW TESTAMENT INTRODUCTION	3	A	3	12
HIS202	HISTORY OF CIVILIZATION II	3	A-	3	12
PSY102	GENERAL PSYCHOLOGY	3	B	3	9
SEMESTER GPA 3.83		SEMESTER TOTAL 18		18	69

Wednesday, August 29, 2012



(b) (6)

## TRANSFER

Semester

### TRANSFER

Catalog Number	Course Title	Hours Attempted for GPA	Grade	Credit Earned	Honor Points
	LL SECURITY FUNDAMENTALS SLOS1 - COAST GUARD INSTIT	0	P	3	0
	CONTEMPORARY WORLDVIEWS - LIBERTY UNIVERSITY	0	A	3	0
	INTRODUCTION TO CHRISTIAN THOU - LIBERTY UNIVERSITY	0	A	3	0
	COMPOSITION & RHETORIC - LIBERTY UNIVERSITY	0	A	3	0
	SURVEY OF AMERICAN HISTORY I - LIBERTY UNIVERSITY	0	B	3	0
	HUMANITIES IN WESTERN CULTURE - LIBERTY UNIVERSITY	0	A	3	0
	INTRODUCTION TO SOCIOLOGY - LIBERTY UNIVERSITY	0	B	3	0
	PRINCIPLES OF BIOLOGY - LIBERTY UNIVERSITY	0	B	3	0
	COMPOSITION AND LITERATURE - LIBERTY UNIVERSITY	0	C	3	0
	MATHMATICS FOR LIBERAL ARTS - LIBERTY UNIVERSITY	0	B	3	0
	LL INTERNET DEVELOPMENT AND SUPPORT SLOS1 - COAST	0	P	3	0
	LL PRINCIPLES OF SUPERVISION SLOS2 - COAST GUARD INS	0	P	2	0
	LL BEGINNING SWIMMING - COAST GUARD INSITITUTE OKLAH	0	P	1	0
	LL PERSONAL HEALTH AND FIRST AID - COAST GUARD INSTIT	0	P	1	0
	LL PERSONAL FITNESS/CONDITIONING - COAST GUARD INSTI	0	P	1	0
	LL FUNDAMENTALS OF OCEAN SEARCH AND RESCUE - COAS	0	P	1	0
	UL ORGANIZATIONAL DEVELOPMENT - COAST GUARD INSITIT	0	P	3	0
	UL PROJECT MANAGEMENT SLOS3 - COAST GUARD INSTITUT	0	P	3	0
	LL MARITIME LAW SLOS3 - COAST GUARD INSTITUTE OKLAHO	0	P	2	0
	LL TECHNICAL MATHEMATICS SLOS3 - COAST GUARD INSITIU	0	P	1	0
	LL ORAL COMMUNCATIONS SLOS3 - COAST GUARD INSTITUT	0	P	3	0
	LL COMMUNICATIONS SYSTEMS INSTALLATION SLOS3 - COAS	0	P	3	0
	CHRISTIAN EVIDENCES - LIBERTY UNIVERSITY	0	C	3	0
	LL SECURITY FUNDAMENTALS SLOS3 - COAST GUARD INSTIT	0	P	3	0
	LL BOATING/SEAMANSHIP - COAST GUARD INSTITUTE OKLAH	0	P	1	0
	LL MATERIALS MANAGEMENT SLOS2 - COAST GUARD INSTITU	0	P	2	0
	LL NETWORK MANAGEMENT SLOS2 - COAST GUARD INSTITU	0	P	3	0
	LL COMMUNICATIONS SYSTEMS INSTALLATION SLOS2 - COAS	0	P	3	0
	LL INTERNET DEVELOPMENT AND SUPPORT SLOS2 - COAST	0	P	3	0
	LL SECURITY FUNDAMENTALS SLOS2 - COAST GUARD INSTIT	0	P	3	0
	LL PRINCIPLES OF SUPERVISION SLOS1 - COAST GUARD INS	0	P	2	0
	LL SECURITY POLICIES AND ADMINISTRATION SLOS1 - COAST	0	P	3	0
	LL MATERIALS MANAGEMENT SLOS1 - COAST GUARD INSTITU	0	P	2	0
	LL NETWORK MANAGEMENT SLOS1 - COAST GUARD INSTITU	0	P	3	0
	LL COMMUNICATIONS SYSTEMS INSTALLATION SLOS1 - COAS	0	P	3	0
	LL INTERNET DEVELOPMENT AND SUPPORT SLOS3 - COAST	0	P	3	0
SEMESTER GPA		0	SEMESTER TOTAL		0
UNDERGRADUATE CUMULATIVE GPA		3.75	UNDERGRADUATE CUMULATIVE TOTAL		36
				91	0
				127	135

# INTERVIEWER'S APPRAISAL SHEET

(See information on reverse before completing)

TYPE OR PRINT LEGIBLY

NAME: (b) (6) PROGRAM FOR WHICH APPLYING: Chaplain Candidate Program DATE: 30 April 2013

## PERSONAL QUALITIES

DESCRIPTIVE: Observe the applicant and write 6 adjectives or phrases that you believe to be most descriptive of the applicant.

1. Experienced	2. Enthusiastic	3. Impressive
4. Dedicated	5. Focused	6. Confident

EVALUATIVE: Consider the applicant as a potential Naval Officer and evaluate him/her on the following.

APPEARANCE AND POISE	OUTSTANDING	EXCELLENT	GOOD	ADEQUATE	UNSATISFACTORY
		X			
ORAL COMMUNICATION AND EXPRESSION OF IDEAS	OUTSTANDING	EXCELLENT	GOOD	ADEQUATE	UNSATISFACTORY
		X			
LEADERSHIP POTENTIAL	OUTSTANDING	EXCELLENT	GOOD	ADEQUATE	UNSATISFACTORY
		X			
YOUR WILLINGNESS TO HAVE INDIVIDUAL SERVE UNDER YOUR COMMAND WHEN COMMISSIONED	PARTICULARLY LIKE TO HAVE	PREFER TO MOST	BE PLEASED TO HAVE	BE SATISFIED WITH	PREFER NOT TO HAVE
	1 2 3 4 5 6 7 8 9	X			

COMMENTS: A summary statement evaluating the applicant is required. All extreme ratings marked by an asterisk (\*) should be further commented upon.

(b) (6) will make a great Navy chaplain. He will combine his faith and commitment with his 12 years of previous service in both the Coast Guard and the Air Force where he served as a para-rescue swimmer. He understands the role of the chaplain in institutional ministry, such as the Navy, and is willing to work in a pluralistic faith environment providing for his own and facilitating for other's faith requirements. (b) (6) expressed a willingness to work with chaplains of other faiths, genders and races different from his own. He is fully aware of the requirements of the commissioning oath including deployments, overseas assignments, shipboard and Marine Corps tours. (b) (6) understands clearly that he may only serve one tour and then be sent to the inactive reserves and still wants to apply for the Chaplain Candidate Program. He will bring a wealth of military experience to the role of chaplain, enabling him to navigate the Navy culture in an effective manner increasing sailor resiliency and contributing to unit readiness. I highly recommend him for the Chaplain Candidate Program.

## MOTIVATION

PROGRAM MOTIVATION (Indicate the applicant's motivation for the program for which applying)	VERY HIGHLY MOTIVATED FOR PROGRAM	DEFINITELY MOTIVATED FOR PROGRAM	MOTIVATED FOR NAVY - PROGRAM NOT IMPORTANT	MOTIVATED FOR COMMISSION - PROGRAM AND SERVICE NOT IMPORTANT	UNABLE TO DETERMINE
	X				

## POTENTIAL

POTENTIAL AS A CAREER NAVAL OFFICER (Complete for Naval Academy, NROTC, and STA - 21 applicants only.)	OUTSTANDING (1)	EXCELLENT (2)	GOOD (3)	AVERAGE (4)	LESS THAN AVERAGE (5)

COMMENTS: Document or qualify the motivation rating and potential as a career Naval Officer, as appropriate.

(b) (6) is highly motivated and ready to get started in the Chaplain Candidate Program. His enthusiasm and experience will serve the Chaplain Corps well.

(b) (6)	TYPE OR PRINT NAME OF INTERVIEWER: (b) (6)	GRADE, DESIGNATOR, IF ANY, BRANCH OF SERVICE: O-5, 4100, Navy
---------	---	--



From: Chaplain Program Officer, NRC, (b) (6)  
To: Chaplain Program Manager, NRC, (b) (6)

Subj: APPRAISAL ICO CCPO 1945 (b) (6) NRD (b) (6)

1. I interviewed with (b) (6) in February via Skype and I had the opportunity to meet him in person several months ago while visiting NRD (b) (6) with Chaplain (b) (6) (b) (6) was well dressed during his in person interview and appeared to be in good shape physically.

When asked about his spiritual journey, (b) (6) shared that he was raised in the Roman Catholic Church and at age 22 he began to seek more of God. At this time he had just enlisted into the coast guard and started to attend the protestant chapel services at the Cape May Training Center. He said he sensed that the people in attendance had something more than he had spiritually which he described as a real relationship with God. He felt that he was lacking in his own faith wanted what he saw others have. (b) (6) said that he knew he really needed God because of his wrong doings. He came to a point where he said he couldn't even say God's name. He felt the enemy accusing him and was overwhelmed with guilt. After attending church services he soon realized that God loved him regardless of who he was or what he had done. He understood that there was nothing hidden from God and his journey continued.

2. When asked how his prior military experiences helped him prepare for Navy Chaplaincy, he said that being in the military familiarizes you with the demands and rigors of the military life. Work environments in the military are different from the norm and despite all of the challenges, (b) (6) said "I know that Christ can meet folks exactly where they are."
3. When asked what was his greatest challenge in the military and how he overcame that challenge, (b) (6) responded that the bureaucracy and all the red tape sometimes made it very difficult to overcome. He shared that when he enlisted he signed on to do a particular job but ended up doing work that wasn't fulfilling like fixing stuff and painting. He said "It was a humbling experience and after a while he realized even in his situation that God was in control. God opens doors and He shuts them. (b) (6) continued to say that if your work is done unto God then you will begin to see that every job is important."
4. When asked why do you want to be a Navy Chaplain, (b) (6) said "Because I have been affiliated with the Navy for 13 years, and I have family members in the Marines, (b) (6) I also know how dark some of the troops are not having experienced the comforted that knowing the gospel brings. I feel it is a calling to go out on marches and be where the troops are.... on humps, etc. I understand that this is a special battle. I love my country. I desire to help those who are in need, and be a good role model inside and out."
5. When asked what is your concept of "Institutional Ministry, (b) (6) stated that it is a great opportunity to have access to folks who are promised the ability to exercise their first amendment rights which enables ministry to happen. (b) (6) said "I have to work with lost people and provide them with resources but still represent my own faith group and ensure everything is carried out with good order, and discipline."
6. What has been your experience working with clergy of other faith groups, and do you feel that you can minister to a Muslim, or Wiccan, etc? (b) (6) said "I believe that can ministry to everyone. There is hope for everyone. My job is to assist and care for everyone who comes along and meet them where they are. It is

also my job to get the services they need, petition for their needs on their behalf and provide them with opportunities to worship. The bottom line is to just respect the person because they have a soul regardless of their faith and be wise as a serpent and gentle as a dove when caring for them.

7. When asked if he would be able to work with women, (b) (6) said "I have no problem working with women in a chaplaincy role. Women in many cases can communicate in ways that men can't in chaplaincy but it is different for the church. It is important to keep things professional and somewhat conservative. I believe what Paul teaches about women's roles but who am I to judge who God calls.
8. When asked about his greatest challenge in ministry, (b) (6) said that finishing his master's degree was challenging. He stated that the Holy Spirit is who teaches and guides. However, having a master's degree looks good on your resume. It is true that going back to school later on in life can be a challenge however, recognizing that this is what God was calling me to do, to study His word deeply was a blessings. He who started a good work in you is faithful to complete it. I learned to be a receptive vehicle being equipped and trained by grace through my saving relationship with Christ.
9. When asked about his greatest strength, versatility and tenacity are my greatest strength said (b) (6) He mentioned that these characteristics are important understanding the difficulties faced doing ministry in military chaplaincy. He says that as a result he is able to bring a sense of God and peace to any circumstance and his knowledge of Scripture would help those he encounters feel empowered and realize a sense of freedom.
10. When I asked about how he and his family dealt with the possibility of going into harm's way, (b) (6) said "I have been in harm's way and I know that it is a difficult thing but, I get my orders from above. He said this is a spiritual fight. It isn't just the bullets or the difficulty facing us."
11. You have been in a position of leader "in charge", how do you feel about working on a staff with multiple chaplains and being the junior person? (b) (6) stated that we can look to see how Jesus humbled Himself. He is my model to serve others. If Christ can wipe the feet of His disciples then I can provide ministry by being a servant to others. He said "Let God exalt you and trust Him in every situation."

(b) (6) stated if I disagreed with a senior person, I recognized that I am to obey their orders. (b) (6) stated that as long as the order given was not inappropriate or unlawful where other could be injured he would always error on doing the right thing.

12. If (b) (6) could be detailed anywhere in the world he would love to be with Marines and Hawaii would be a nice assignment.

(b) (6) is a very knowledgeable and has a strong knowledge of Scripture in his skill set. I also believe that he has a deep love and compassionate for his fellow human beings and would be selfless in his giving. I would absolute trust my family in his care and hope for continued as a CCPO!

(b) (6)

LT USN CHC



**21. OFFICER RECRUITER'S REMARKS (Limited to the visible area.)**

Mr. (b) (6) is an outstanding applicant who is a MUST SELECT for the Navy Chaplain Candidate Program Officer program! Poised and professional, he is a very impressive and personable young man. He presents himself in a very energetic and trustworthy manner. He exudes a comforting glow of spiritual knowledge and confidence. He is answering the call of service to his Country through faith so that he can spread the word. He is eager and ready to serve as a spiritual leader to Sailors and Marines. More important is the fact that I would serve with him. After nine years of Naval Service I have spoken with and been counseled by several Chaplains. (b) (6) has that spiritual quality which causes others to seek him out. With his prior enlisted service, he will be easy for our Junior Sailors and Marines to confide in him. He will make a great member to any Chaplain team. He has my highest recommendation for selection. SELECT HIM NOW!!!

**22. OFFICER PROCESSOR'S SUMMARY (Limited to the visible area.)**

Transcripts sent to NRD in sealed envelopes. Coast Guard Institute changes military experience to grades for college. Applicants letters explaining the DD214s is before the DD214's.

HT: 70 WT: 173

**23. Recruiting Operations Officer (R-OPS) REMARKS (Limited to the visible area.)**

An ABSOLUTE must select. Exceptionally mature, highly motivated, and extremely fit. Superb letters of reference and interview appraisal. Most strongly recommended for selection into the CCPO program!

24. Based upon all available information, it is my opinion that the applicant is recommended as follows for appointment in the U.S. Navy or U. S. Navy Reserve for the programs listed above in order of preference listed

☒ Highly Recommended ☐ Recommended ☐ Not Recommended

**25. Recruiting Personnel Certification**

I certify that the information contained on this document, to include my personal remarks, are true and accurate to the best of my ability. I also understand that information from this form will be used to create documents for the OFFICIAL PERSONNEL RECORD. ALL information provided in this document has been verified against the proper source documents (i.e. Birth Certificates and SSN Cards) and is accurate to include the proper spelling of the applicant's complete name and SSN.

26. Date 2014 Feb 15	27. Recruiter's Telephone Number (Include area code) (b) (6)	28. Recruiter's Name (b) (6)
29. Date 2014 Feb 15	30. Processor's Telephone Number (Include area code) (b) (6)	31. Processor's Name (b) (6)
32. Date 2014 Feb 15	33. R-OPS Telephone Number (Include area code) (b) (6)	34. ROPS Name (b) (6)

APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input checked="" type="checkbox"/>	a. EMPLOYER		b. SCHOOL OFFICIAL	c. OTHER (Specify)
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?			12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE	
a. FROM (YYYYMMDD) 20120513		b. TO (YYYYMMDD) <b>Present</b>		Summer Church Intern
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM			14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.	
a. FROM (YYYYMMDD) 20120605		b. TO (YYYYMMDD) 20120830		Obligatory Contract Fulfilled
15. HOW DO YOU RATE THE APPLICANT'S:			(Indicate with an "X")	
			OUTSTANDING	AVERAGE
a. TRUSTWORTHINESS			X	
b. ADAPTABILITY			X	
c. ABILITY TO WORK WELL WITH OTHERS			X	
d. INITIATIVE			X	
e. JUDGMENT			X	
f. PHYSICAL FITNESS			X	
g. LEADERSHIP				X
h. MATURITY				X
i. DEPENDABILITY			X	
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.			(Indicate with an "X")	
			YES	NO
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)				X
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)				X
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>During his internship with us, Mr. <b>(b) (6)</b> displayed an obvious zeal for learning the Word of God and applying it to his personal life. With this knowledge in hand, he was a fervent witness throughout our community through daily tract distribution and one-on-one evangelism. Additionally, Mr. <b>(b) (6)</b> was tasked with preaching for some of our worship services, assisting me with pastoral care visits, and general grounds maintenance. He completed all of his assigned duties and worked well with our church staff. I recommend him for this chaplaincy program and pray that God uses him in a great and mighty way as he ministers to our country's service men and women.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)			b. TITLE	
<b>(b) (6)</b>			Pastor, Calvary Baptist Church, Cocoa, Florida	
<b>(b) (6)</b>			d. DATE SIGNED (YYYYMMDD) 20140210	



APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input checked="" type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input type="checkbox"/> c. OTHER (Specify)		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20060601	b. TO (YYYYMMDD) <i>Present</i>	OSI/E-6 Bachelors of Science		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD) <i>20011218</i>	b. TO (YYYYMMDD) <i>20110717</i>	Permanent Change of Station to USCG Humboldt Bay CA		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>Petty Officer <b>(b) (6)</b> Operations Specialist First Class, directly supported HITRON Jacksonville's Operational mission to forward deploy armed helicopters to high threat drug trafficking and high risk security areas. In support of our counter narcotics mission, armed helicopters will intercept suspect targets, use appropriate force to interdict vessels, and vector Over the Horizon Cutter Boats (OTH-CB) and cutters to the scene for apprehension. In support of Homeland Security, our assets will provide Airborne Use of Force resources in all directed security patrols. When not deployed, OSI Compo trained personnel to provide CG source of forward deployed communications and crypto key matt for armed air crews and helicopters. OSI Compo was played a key role when the unit transitioned from a leased helicopter to the organic MH65C aircraft. The new aircraft was equipped with a brand new highly complex communication suite that great enhanced capability but was not operationally tested in the field. HITRON was the unit selected to operationally test the equipment. OSI <b>(b) (6)</b> and the entire communications division invested countless hours developing the operational and maintenance procedures to employ the equipment and train the pilots and aircrew to operate the gear. Secure communications are vital to mission success and OSI <b>(b) (6)</b> was a leader in helping the unit and the Coast Guard achieve unprecedented success during this transition period. In addition to this superior work, OSI <b>(b) (6)</b> initiated a humanitarian outreach for members and neighboring Army Reserve Wing and Homeland Security Customs Air Branch to involve a inter group prayer fellowship breakfast that ushered in comradere through Biblical principals with concern for others and seeking divine reconciliation. A local Pastor or Navy Chaplain CDR <b>(b) (6)</b> assisted monthly to host the Blue Green Fellowship Breakfast while emphasizing on prayers and hope in the gospel. OSI <b>(b) (6)</b> sent out an open invitation e-mail nearly every month for 2 years to over 300 service members and coordinated the host facility and preparation for the food and success in this remarkable use of resources in the furtherance of the Gospel. OSI <b>(b) (6)</b> is a compassionate and caring leader and will be a vital asset to this program.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
Kenny, Daniel E		Director, J9 Intragency Directorate NORAD and USNORTHCOM		
c. SIGNATURE			d. DATE SIGNED (YYYYMMDD)	
<i>Daniel E. Kenny</i>			20140210	



APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)			
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")			
<input checked="" type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input type="checkbox"/> c. OTHER (Specify)	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE	
a. FROM (YYYYMMDD) 20060501	b. TO (YYYYMMDD) Present	OSI/E-6 Bachelors of Science	
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.	
a. FROM (YYYYMMDD) 20011218	b. TO (YYYYMMDD) 20110717	Permanent Change of Station to USCG Humboldt Bay CA	
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")	
		OUTSTANDING	AVERAGE
a. TRUSTWORTHINESS		X	
b. ADAPTABILITY			X
c. ABILITY TO WORK WELL WITH OTHERS		X	
d. INITIATIVE		X	
e. JUDGMENT		X	
f. PHYSICAL FITNESS		X	
g. LEADERSHIP		X	
h. MATURITY		X	
i. DEPENDABILITY		X	
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")	
		YES	NO
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.			
<p>It is an honor to offer my recommendation for Petty Officer (b) (6) into the US Navy Chaplaincy Program. As an Operations Specialist First Class he assisted Helicopter Interdiction Tactical Squadron (HITRON) Jacksonville's Concept of Operations to forward deploy armed helicopters to high threat drug trafficking and high risk security areas facilitating compliance of US and International laws. I worked with PO (b) (6) routinely while assigned to HITRON Jacksonville. As one of the Officer's working in both the Standardization and Engineering I was frequently utilizing the secure communications expertise of the Operational Specialists. This daily interaction provided me ample time to get to know and evaluate PO (b) (6) on an individual level. PO (b) (6) always present an impeccable personal appearance, including a sharp hair cut and a crisp uniform. PO (b) (6) displayed confidence and maturity above his pay grade and consistently conducted himself with grace and military bearing even under real world time constraints and external operational pressures. I remember him making himself available to anyone to discuss personal issues or to converse in any matters of the heart or religion. It was no surprise to walk into his work space and find him engaged in deep conversation with someone needing advice. PO (b) (6) was personally responsible for creating a pray breakfast within our military community; this allowed the USCG, US Army, and CBP agencies to gather and share fellowship and extend professional networks. PO (b) (6) is a competent, kind-hearted young man with an enormous capacity to empathize with others. His ability to connect with people on a personal level provides him with a unique ability to help those individuals identify the key issues surrounding their troubles and more quickly align them with the appropriate resources to resolve their difficulties. I have served as a pilot in both the US Army and the US Coast Guard for over 14 years and have always shared a special relationship with the Chaplains in support of my organization. It is a great honor to offer my humble words of favorable consideration in support of PO (b) (6) desires to enter the Chaplaincy. I can personally attest to PO (b) (6) honor, integrity, devotion to duty, and his inspiring commitment to the Lord. PO (b) (6) would be an asset to any organization as a Command Chaplain and I have no doubt he will be successful in any commissioning program offered.</p>			
19. PERSON COMPLETING QUESTIONNAIRE			
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE	
(b) (6)		C130J Engineering Officer, Air Station Elizabeth City, NC 27909	
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)	
(b) (6)		20140210	

APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input checked="" type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input type="checkbox"/> c. OTHER (Specify)		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20060501	b. TO (YYYYMMDD) <i>Present</i>	OSI/E-6 Bachelors of Science		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD) <i>2001/2/8</i>	b. TO (YYYYMMDD) <i>2011/8/17</i>	Permanent Change of Station to USCG Humboldt Bay CA		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="checkbox"/>		
b. ADAPTABILITY		<input checked="" type="checkbox"/>		
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="checkbox"/>		
d. INITIATIVE		<input checked="" type="checkbox"/>		
e. JUDGMENT		<input checked="" type="checkbox"/>		
f. PHYSICAL FITNESS		<input checked="" type="checkbox"/>		
g. LEADERSHIP		<input checked="" type="checkbox"/>		
h. MATURITY		<input checked="" type="checkbox"/>		
i. DEPENDABILITY		<input checked="" type="checkbox"/>		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			<input checked="" type="checkbox"/>	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			<input checked="" type="checkbox"/>	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>Petty Officer <b>(b) (6)</b> Operations Specialist First Class assisted HITRON Jacksonville's Concept of Operations to forward deploy armed helicopters to high threat drug trafficking and high risk security areas. In support of our counter narcotics mission, armed helicopters will intercept suspect targets, use appropriate force to interdict vessels, and vector Over the Horizon Cutter Boats (OTH-CB) and cutters to the scene for apprehension. In support of Homeland Security, our assets will provide Airborne Use of Force resources in all directed security patrols. When not deployed, OSI <b>(b) (6)</b> meticulously trained personnel to provide communications and crypto key matt support for armed air crews and helicopters. In addition to his regular duties, OSI <b>(b) (6)</b> initiated a humanitarian outreach program for HITRON members, Cecil Field Army Reserve Wing, and Department of Homeland Security Customs Air Branch. The program involved an inter-group prayer fellowship breakfast that ushered in comradery through Biblical principals within concern for others, seeking divine reconciliation. Navy Chaplain CDR <b>(b) (6)</b> or a local pastor assisted monthly to host the Blue Green Fellowship Breakfast which emphasized prayer and hope in the gospel. OSI <b>(b) (6)</b> sent out an invitation e-mail nearly every month for two years to over three hundred service members and coordinated the host facility to include food preparation. The fellowship breakfasts were a resounding success leading many to a saving relationship with Jesus Christ. OSI <b>(b) (6)</b> is an active member in our church and has a passion for furthering the Gospel. He has my highest recommendation for consideration in the Chaplaincy Core.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		HITRON Mission Commander		
c. SIGNATURE			d. DATE SIGNED (YYYYMMDD)	
<b>(b) (6)</b> LT USCG			20140210	



APPLICANT'S NAME (Last, First, Middle Initial)				
(b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
a. EMPLOYER	b. SCHOOL OFFICIAL	X	c. OTHER (Specify) District Seven Chaplain	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20090901	b. TO (YYYYMMDD) Present	OS1/E-6 Bachelors of Science, Undertaking Masters program of theology		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)	Permanent Change of Station or End of obligated service under honorable conditions.		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
Petty Officer (b) (6) is an outstanding Coastguardsman whose deep spiritual faith has enhanced his professional leadership and development. He has an acute awareness of the military environment and his military service has helped shape his exceptional personal initiative and judgment. If selected, Petty Officer (b) (6) will be a tremendous asset to the United States Navy Chaplain Corps. My fullest recommendation is commended.				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		CDR, CHC, USN		
c. SIGNATURE			d. DATE SIGNED (YYYYMMDD)	
(b) (6)			20140210	



APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input checked="" type="checkbox"/> c. OTHER (Specify)	<b>(b) (6)</b> works with me on our street preaching team	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20120401	b. TO (YYYYMMDD) <b>present</b>	OS1/E-6 Trinity College, Bachelors of Science, Enrolled in Seminary at Liberty Theological		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)	<b>(b) (6)</b> is still a valued part of our time at the time of this writing.		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p><b>(b) (6)</b> came to our team on the recommendation of Sgt <b>(b) (6)</b> US Marine Corps, and has been on our team for a year now. In that time he has performed his duties flawlessly. Everything he was asked to do he did, every regulation kept and followed.</p> <p>It has been my honor and pleasure to watch <b>(b) (6)</b> grow and mature as a preacher of the glorious gospel of our Lord and Saviour Jesus Christ. His duties on our team include but are not limited to the following:</p> <ol style="list-style-type: none"> <li>1) Personal work with individuals as encountered on the street for salvation.</li> <li>2) Handing out gospel tracts (in the past year our team handed out over 55,000)</li> <li>3) Earnestly preaching the gospel in an open-air format in front of thousands of people as they pass by.</li> </ol> <p>I greatly enjoy the effort and passion he brings to our team, as well as the friendship we have developed over the past year. I can recommend <b>(b) (6)</b> wholeheartedly and without reservation.</p> <p>Yours in His service,</p> <p style="font-size: 2em; color: red; text-align: center;"><b>(b) (6)</b></p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		Preacher		
<b>(b) (6)</b>		d. DATE SIGNED (YYYYMMDD)		
		20140210		

APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input checked="" type="checkbox"/> c. OTHER (Specify)	<i>peer</i>	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20060501	b. TO (YYYYMMDD) <i>Present</i>	OS1/E-6 Bachelors of Science		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)	Permanent Change of Station to USCG Humboldt Bay CA & Seminary relocation		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p><b>(b) (6)</b> is a trustworthy person who will do whatever it takes to get the task done. He is a people person who works well with others and will take the initiative on getting a task completed. <b>(b) (6)</b> believes in taking care of his mind, body, and soul. He eats a nutritious diet and stays very active. He carries himself in a mature manner and is a dependable friend in ministry who has conducted several youth church services at <b>(b) (6)</b> and is someone you can always count on. <b>(b) (6)</b> would be a valued asset to our military. He has a great work ethic and a tremendous desire to minister to the men and women of our Armed Forces. He is already accustomed to military life from his service in the USAF &amp; Coast Guard, and that experience would only help him to better relate to fellow soldiers. I highly recommend him for pursuits in the area and rigors of military chaplaincy while maintaining spiritual disciplines on the right way to pursue truth and evangelistic soul care to those entrusted to.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		Youth Minister, Critical Thinking High School Teacher, Athletic Coach		
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)		
<b>(b) (6)</b>		20140210		



CAUTION: NOT TO BE USED FOR  
IDENTIFICATION PURPOSES

THIS IS AN IMPORTANT RECORD.  
SAFEGUARD IT.

ANY ALTERATIONS IN SHADED  
AREAS RENDER FORM VOID

## CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) (b) (6)		2. DEPARTMENT, COMPONENT AND BRANCH AIR FORCE - REG AF		3. SOCIAL SECURITY NO (b) (6)		
4.a. GRADE, RATE OR RANK SRA	4.b. PAY GRADE E4	5. DATE OF BIRTH (YYMMDD) (b) (6)	6. RESERVE OBLIG. TERM. DATE Year NA Month NA Day NA			
7.a. PLACE OF ENTRY INTO ACTIVE DUTY MIAMI, FL		7.b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) (b) (6)				
8.a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND 48 EQUIPMENT MAINT S		8.b. STATION WHERE SEPARATED PATRICK AFB FL				
9. COMMAND TO WHICH TRANSFERRED NOT APPLICABLE			10. SGLI COVERAGE <input checked="" type="checkbox"/> None Amount: \$ 100,000			
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 2A737 - Aircraft Structural Maintenance, 2 Years, 8 Months		12. RECORD OF SERVICE				
		a. Date Entered AD This Period				
		b. Separation Date This Period				
		c. Net Active Service This Period				
		d. Total Prior Active Service				
		e. Total Prior Inactive Service				
		f. Foreign Service				
		g. Sea Service				
		h. Effective Date of Pay Grade				
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) Air Force Training Ribbon, Air Force Outstanding Unit Award with 1 device.						
14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) None						
15.a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERANS' EDUCATIONAL ASSISTANCE PROGRAM		Yes	No	15.b. HIGH SCHOOL GRADUATE OR EQUIVALENT	Yes	No
			X		X	
16. DAYS ACCRUED LEAVE PAID 15.0				17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
18. REMARKS Member has not completed first full term of service. /////////////////////////////////NOTHING FOLLOWS/////////////////////////////////						
Data herein are subject to computer matching within DoD or with other agencies for verification purposes and determining eligibility or compliance for Federal benefits.						
19.a. MAILING ADDRESS AFTER SEPARATION (Include Zip Code) (b) (6)			19.b. NEAREST RELATIVE (Name and address - include Zip Code) (b) (6)			
20. MEM 21. SIG (b) (6)			22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature) (b) (6) TSgt, USAF NCOIC, PERSONNEL RELOCATIONS			
SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)						
23. TYPE OF SEPARATION DISCHARGE		24. CHARACTER OF SERVICE (Include upgrades) UNDER HONORABLE CONDITIONS (GENERAL)				
25. SEPARATION AUTHORITY AF 36-3208		26. SEPARATION CODE DHJ		27. REENTRY CODE 2X		
28. NARRATIVE REASON FOR SEPARATION UNSATISFACTORY PERFORMANCE						
29. DATES OF TIME LOST DURING THIS PERIOD				30. MEMBER REQUESTS COPY 4 Initials		



04 May 2000

**MEMORANDUM FOR 48 EMS/CC  
48 FW/CC  
IN TURN**

**FROM:** SRA (b) (6)

**SUBJECT:** Response to Discharge Notification

Sir, this memo is in response to your notification that you intend to discharge me from the Air Force with a General characterization discharge. You notified me that I was to be discharged for my inability to do my job. While I accept and even agree that I am not a good structural maintenance troop, I have served my country honorably. I have not committed any misconduct during my tour here and I deserve an Honorable discharge. I am proud of my service to my country and an Honorable discharge means everything to me. Before you make your final decision please consider the following things about me.

**I BACKGROUND**

I was born in (b) (6). Our family was very structured and out-going. My father volunteered during the Vietnam Conflict for the USMC. Growing up was tough; my brother and I were very competitive. We were encouraged to do the correct things, while showing respect to our elders. My mother has been a nurse for the past 20 years and I truly give thanks for the effort she has put in to raising my brother and myself. She picked up this responsibility after my parents separated. She worked very hard to provide for us, sacrificing a great deal of her free time and energy. I sincerely look up to my mother for being a profound role model. My older brother is my closest friend, he takes great time and effort to listen and give total attention for others. While growing up, only being a year and a half younger, I tried to do everything as good as him and earn his trust and loyalty. He has completed four and a half years for the USMC under Special Operations for Force Recon.

My school activities included a very aggressive style, very serious, always looking ahead including three years varsity soccer, two years varsity cross-country, one year varsity wrestling. When I set out for special ops as a career, I trained with the triathlon club and was very motivated and excelled in all physical abilities compared with my peers.

Since there was only one provider, me and my brother worked at quite a young age trying to help out our mother, and still doing all chores. I worked for a lawn service whilst also working as a porter on the weekends unloading trucks and vehicles for vendors during special shows of art antiques. In my senior year I went for a lifeguard course and worked for a swimming racket club.

During high school I attended four years of AFJROTC. I impressed the reserve and retired staff greatly. They thought I was too serious for my age. They tried to push me

towards further education. I turned down several college ROTC scholarships for the search of new adventures, constant physical challenges and excitement. Our program won honor unit for the four years I was there. The instructor who ran the program Col. (b) (6) was my mentor. He was upset with my choice to enlist after high school. He demanded college first, then a career later. Col. (b) (6) gave me a Chappa award which was used for job placement and guaranteed the ability to choose any job for which I qualified.

## II WHY I JOINED THE AIR FORCE

My desire to serve was a quest. An internal search. I envied the thought of fighting for our country, even dying if necessary. I visualized living the combat soldier's lifestyle, a truly serious situation, all that you have or death, nothing less.

I may have learned too late that for certain tasks and jobs you sometimes have to overlook your own thoughts and attitude and just do what is expected of the norm and follow instructions and finish the job while not trying to cut corners, whilst not losing sight of the traditions that go along with the job.

The most fun I have is when I travel and visit family. I truly desired to see new places. I have a sense of being overlooked, never having been given the challenge or opportunity to go TDY and impress the outfit and fellow co-workers. I was very willing for change from the day to day, something different, new challenges.

I have been enrolled in several classes this year, I truly have set my intentions on going to college and this really means a great deal to me. I would like to make a difference. I've seen how education can open new doors of opportunity and mainly to be able to provide a wholesome environment for my family. My plan of action is to use my GI Bill to offset the cost and work part-time. Without the GI Bill I feel my chances of being able complete a college education would be severely hindered. I have served honorably for just under three years and quite frankly I feel I have earned the G.I. bill.

## III TRAINING

I waived my guaranteed AWAC's flight crew job for Para Rescue – my true intention and passion. I was at the top of the program and physical standard. I was medically put in for retraining due to a shoulder injury. While I was in re-class my Chappa Award was lost and my career and destiny put into the hands of a computer-filling slot. My lowest score for my ASVAB was a 45/100 in mechanical – which was my weakest for mechanical knowledge. If there was just a touch more personal involvement and mutual agreement to

choose a new job and work together like the program was intended, we probably wouldn't be doing any of this. I was told I was going to structural maintenance apprentice school. I declined the job – even went to the legal office. This job was something I never fathomed doing. I was not even interested, never signed any paperwork for my career, just given a plane ticket to the wrong career for me. I had a tough time with the training in Tech School and the instructors even recommended retraining; however I was pushed through school. Award – Best shape for P.C.

#### V OUTSIDE ACTIVITIES

Sir, I have been very involved in activities both for the squadron and away from work. I have played for the EMS soccer team and I have volunteered my time for the Air Force Aid Society and EMS fundraising for charity. I also have helped with the OCSC Bazaar, setting up stands and selling food at the squadron food booth. I have received numerous letters of appreciation for these things. I also have bagged at the commissary and volunteered to march in a British veterans memorial parade. I helped construct the propeller for the Spitfire aircraft that was recently put on display here at Lakenheath. I feel that I have always done everything to represent my country, the U.S. Air Force, and my squadron with pride. The military has been a very important part of my life. My only regret is that I'm not better at my job. But sir, I have done nothing to deserve being branded with a General discharge.

VI I plead for an Honorable Discharge. I have never been a trouble maker. I was always to work on time. I displayed a positive attitude. I volunteered for military service but regret I had the inability to make it in a maintenance career field.

(b) (6)

Responde

SrA, USAF

(b) (6)



(b) (6)

(b) (6)

July, 29 2001

SUBJECT: Summary of early release from USAF active duty

I may have learned to late that for certain tasks and jobs you sometimes have to overlook your own thoughts and attitude and just do what is expected of the norm and follow instructions and finish the job while not trying to cut any corners, whilst not losing sight of traditions that go along with the job.

After BMT I attempted special operations indoctrination, I held out for 8 weeks with a shoulder injury, told by the medical staff that with this type of rigorous long-term training the injury would create permanent injuries. After 3 months of waiting for a job assignment I was given something that was not on my job choices, Aircraft structural maintenance I never fathomed doing this type of career work. However that was their decision. While at my first duty station in Mountain Home Idaho I was told to do a secondary task working for corrosion control which entailed sanding, bead blasting, scrapping sealant from fuel tanks and painting while the other new recruits learned the craftsmen metalwork. After a year of this work I had orders to RAF Lackenheath UK, before I was shipped out my trainer rushed my formal sheet metal training all in one month and did not come close to completing my journeyman 5 level. My trainer told me he would not sign me off before I left for England. While in England I still felt unsure of my sheet metal training. There was a conflict going on with Kosovo a great deal of structural work and lack of training for upcoming 5 levels. When the bombings ceased they needed help catching up on their fuel cell TCTOS and full aircraft painting and they new I had experience with that part the job. So with my 30 months in service approaching I started my cross train package on my own time, I talked with my shop chief about this and he told me that you choose maintenance or you don't belong here, he made it sound as if he was helping me but on the other hand he new the sooner I was gone he could request someone else's slot. And in that time he would not sign off on my 5 level and documented certain repairs I had problems with, and the times I made mistakes I would stay late and fix them. So when I sewed on Sra Airman E-4 the shop chief told me my rank was not commensurate to my skill level and told me he would do whatever he could to get me out of his Air force. He had me decertified on all sheet metal tasks and sent over to corrosion control to work. My trainer knew what his boss was trying to do and tried to get me caught up on remedial tasks, while that was going on the shop chief had me put on daily report and made every effort to put me down with his slanderous remarks on the reports. The shop chief then convinced his friend the flight chief to back his plan in removing me from maintenance work so it wasn't long after their talks, I couldn't work or be near any aircraft equipment. I tried to stay positive while all this was going on the NCOS told me that I would be retrained in something more attainable after all said in done. However the next week the Flight Commander was having change of command. And Tuesday of that week I was told to see the first sergeant then see the Flight commander. The commander issued me a request for general under honorable discharge with no option of rehabilitation, and told I had 42 hrs for a rebuttal for the Wing Commander to make his decision. While speaking with my legal council who couldn't believe the reasons for discharge and affirmed there wasn't adequate reasons for disqualifications. The legal council also suggested speaking with the inspector generals office about the time frame of the change of command meaning something smelled fishy, the major there at the IG did not want to interfere with the high level pay grades of involvement another dead end for justice. On Thursday I was told by the first sergeant to start my out-processing before my rebuttal was turned in as if they knew how the wing commander would side with them? Three days later I was told to pack all my things and out process in one day! I felt that with the change of command the Flight commander avoided any chance of reprisal or false proceedings while I must live with there injustice. I (b) (6) served my country honorably and will continue if afforded the opportunity.

SINCERELY

(b) (6) CIV NRD (b) (6)  
From: (b) (6) LCDR USN BUPERS (US) (b) (6)  
Sent: Tuesday, February 25, 2014 13:09  
To: (b) (6) LT NRD (b) (6) OPO  
Cc: (b) (6) CIV NRD (b) (6) (b) (6) (b) (6) CIV NRD  
(b) (6) (b) (6) NCCS NRD (b) (6) JKSV; (b) (6)  
Subject: (b) (6) CPO USN BUPERS (US)  
FW: CCPO Air Force DD214

OPO,

PER the email chain below, (b) (6) is eligible to apply for CCPO without an RE code waiver.

V/R,

LCDR (b) (6) USNR

US Navy Officer Recruiter

Division 2 Division Officer

Navy Officer Recruiting Station (b) (6)

Work Cell: (b) (6)

Fax: (b) (6)

Email: (b) (6)

<http://www.navyreserve.com/>

1-800-USA-NAVY

~~FOR OFFICIAL USE ONLY~~ - PRIVACY ACT SENSITIVE: In compliance with the Privacy Act of 1974, this electronic transmission may contain confidential information intended only for the person(s) named above. It may be protected from disclosure by applicable law, including the Privacy Act, attorney-client privilege or work product doctrine. Any misuse, distribution or unauthorized disclosure by another person is strictly prohibited and may result in civil and

criminal penalties. If you receive this transmission in error please notify the sender at the telephone number or e-mail address above.

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From: (b) (6) LT USN MARFORPAC (US)  
Sent: Tuesday, February 25, 2014 12:57 PM  
To: (b) (6) CDR USN BUPERS (US)  
Subject: FW: CCPO Air Force DD214

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From: (b) (6) CAPT CNRC (b) (6) (b) (6)  
Sent: Monday, February 24, 2014 12:46 PM  
To: (b) (6) LT USN MARFORPAC (US)  
Subject: FW: CCPO Air Force DD214

-----Original Message-----

From: (b) (6) CIV CNRC, N3  
Sent: Monday, February 24, 2014 11:43 AM  
To: (b) (6) CAPT CNRC (b) (6)  
Subject: RE: CCPO Air Force DD214

Ma'am,

This individual is eligible to apply with no RE-Code waiver required. V/r (b) (6)

-----Original Message-----

From: (b) (6) CAPT CNRC (b) (6)  
Sent: Friday, February 21, 2014 12:01 PM  
To: (b) (6) CIV CNRC, N3  
Subject: FW: CCPO Air Force DD214

What does this mean? Would he need a waiver? General under honorable...

-----Original Message-----

From: (b) (6) LT USN MARFORPAC (US) [mailto:(b) (6)]  
Sent: Friday, February 21, 2014 11:54 AM  
To: (b) (6) CAPT CNRC MILLINGTON, TN  
Subject: CCPO Air Force DD214

Ma'am,

As mentioned earlier today, this CCPO according to his recruiter just mentioned that he was in the Air Force. It was easy to see his re-enlistment code indicates that he was unable to re-enlist due to bad behavior. Ma'am, I will just wait to see how we should proceed.

V/R

Chaplain (b) (6) LT, CHC, USN

Chaplain Programs Officer  
Navy Recruiting Command (h) (6)

(b) (6)

Office: (h) (6)

Cell: (b) (6)

email (b) (6) <mailto:(b) (6)>

"America's Navy: A Global Force for Good"



## CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

1. NAME (Last, First, Middle) (b) (6)		2. DEPARTMENT, COMPONENT AND BRANCH HOMELAND SECURITY: USCG		3. SOCIAL SECURITY NUMBER (b) (6)		
4.a. GRADE, RATE OR RANK OS1	b. PAY GRADE E6	5. DATE OF BIRTH (YYYYMMDD) (b) (6)	6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD)			
7.a. PLACE OF ENTRY INTO ACTIVE DUTY MIAMI, FL		b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) (b) (6)				
8.a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND SEVENTH COAST GUARD DISTRICT			b. STATION WHERE SEPARATED SEVENTH COAST GUARD DISTRICT, MIAMI, FL			
9. COMMAND TO WHICH TRANSFERRED NOT APPLICABLE			10. SGLI COVERAGE <input type="checkbox"/> NONE AMOUNT: \$400,000			
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years).  NA X		12. RECORD OF SERVICE		YEAR(S)	MONTH(S)	DAY(S)
		a. DATE ENTERED AD THIS PERIOD		1999	03	03
		b. SEPARATION DATE THIS PERIOD		2011	07	17
		c. NET ACTIVE SERVICE THIS PERIOD		12	04	15
		d. TOTAL PRIOR ACTIVE SERVICE		00	00	00
		e. TOTAL PRIOR INACTIVE SERVICE		00	00	00
		f. FOREIGN SERVICE		00	00	00
		g. SEA SERVICE		00	00	00
		h. EFFECTIVE DATE OF PAY GRADE		2004	07	01
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service)  CG GOOD CONDUCT MEDAL; CG MERIT. UNIT COMMENDATION; CG PRESIDENTIAL UNIT CITATION; CG UNIT COMMENDATION AWARD; COAST GUARD MERITORIOUS TEAM COMMENDATION; COAST GUARD PISTOL SHARPSHOOTER RIBBON; (CONT BLOCK 18)		14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed)  MARITIME SAR PLANNING, (5/WKS) JUN 2010; CRITICAL INCIDENT STRESS MANAGEMENT, (1/WKS) MAR 2005; RAPE & SEXUAL ASSAULT PREVENTION, (1/WKS) MAR 2005; SUICIDE PREVENTION TRAINING, (1/WKS) MAR 2005; (CONT BLOCK 18)				
15.a. MEMBER CONTRIBUTED TO POST-VIETNAM ERA VETERAN'S EDUCATIONAL ASSISTANCE PROGRAM		<input checked="" type="checkbox"/>	YES	X	NO	
b. HIGH SCHOOL GRADUATE OR EQUIVALENT		<input checked="" type="checkbox"/>	YES		NO	
16. DAYS ACCRUED LEAVE PAID 3.0	17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
18. REMARKS BLOCK 13 CONTINUED: COMDT'S LETTER OF COMMENDATION; TRANSPORTATION 9-11 RIBBON; UNITED STATES AIR FORCE OUTSTANDING UNIT AWARD; UNITED STATES AIR FORCE TRAINING RIBBON; BLOCK 14 CONTINUED: DRUG AND ALCOHOL AWARENESS, (1/WKS) FEB 2005; SEARCH AND RESCUE FUNDAMENTALS, (1/WKS) MAR 2004; OPERATIONS SPECIALIST, (20/WKS) SEP 2003; BASIC HUMAN AWARENESS, (1/WKS) FEB 2003; SEXUAL HARRASSMENT PREVENTION, (1/WKS) FEB 2003; PLACE OF BIRTH: (b) (6) ADVISED OF REQUIREMENTS FOR SELECTIVE SERVICE REGISTRATION DD FORM 256CG ISSUED (CONT ON SEPARATE PAGE)  The information contained herein is subject to computer matching within the Department of Defense or with any other effected Federal or non-federal agency for verification purposes and to determine eligibility for and/or continued compliance with the requirements of a Federal benefit program.						
19. MAILING ADDRESS AFTER SEPARATION (Include Zip Code) (b) (6)		20. NEAREST RELATIVE (Name and address - include Zip Code) (b) (6)				
20. MEMBER REQUESTS COPY 6 BE SENT TO: FL		DIRECTOR OF VETERAN AFFAIRS		<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	
21. SIGNATURE OF MEMBER BEING SEPARATED (b) (6)		22. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature) (b) (6) YNC, USCG, BYDIR				

SPECIAL ADDITIONAL INFORMATION (For use by authorized agencies only)		
23. TYPE OF SEPARATION DISCHARGE		24. CHARACTER OF SERVICE (Include upgrades) HONORABLE
25. SEPARATION AUTHORITY 12-B-11	26. SEPARATION CODE KBX	27. REENTRY CODE RE1
28. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE		
29. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) TL: NONE		30. MEMBER REQUESTS COPY 4 Initials (b) (6)

CONTINUATION SHEET FOR CERTIFICATE OF RELEASE OR  
DISCHARGE FROM ACTIVE DUTY

NAME (Last, First, Middle)

(b) (6)

SOCIAL SECURITY NO.

(b) (6)

SEPARATION DATE (Same as block 12.b.)

2011 07 17

## CONTINUATION OF INFORMATION FROM DD FORM 214:

BLOCK 18 CONTINUED: MGIB INFO: MEMBERS ORIGINAL SERVICE CONTRACT WAS FOR 4 YEARS  
THIS DD-214 COVERS MULTIPLE ENLISTMENTS / REENLISTMENTS AS REFLECTED IN BLOCKS 12A, 12B AND  
12C.

THE FOLLOWING INFORMATION APPLIED REGARDING EACH ENLISTMENT/ REENLISTMENT:

PERIOD OF SERVICE RE CODE SPD TL

01 12 18 TO 06 02 17 RE1 MBK NONE

06 02 18 TO 09 02 17 RE1 MBK NONE

ENLISTMENT / ACTIVE SERVICE TERM EXTENDED FOR 02 MONTHS ON 06 MAR 2003, 05 MONTHS ON 18 FEB 09,  
01 YEAR ON 18 JUL 09 AND 01 YEAR ON 18 JUL 10. EXTENSIONS WERE AT THE REQUEST OF AND FOR THE  
CONVENIENCE OF THE GOVERNMENT.

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

SIGNATURE OF MEMBER BEING SEPARATED

(b) (6)

OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title and signature)

(b) (6)





11 March 2013

Chief of Chaplains Office  
2000 Navy Pentagon  
Washington, DC 20350-2000

Dear Sir/Madam:

The Commission on Chaplains of the Evangelical Church Alliance takes pleasure in granting ecclesiastical approval to (b) (6) Social Security Number: (b) (6) for an appointment in the Navy Chaplain Candidate Program.

(b) (6) applied to the Evangelical Church Alliance and has been accepted for the candidate program. He will be completing his academic requirements at Liberty University and has our support in his endeavor to become a Navy Chaplain.

Sincerely,

(b) (6)

GLM/jet

cf: (b) (6)

CERTIFIED TO BE A TRUE COPY

(b) (6)

LCDR

**BUREAU OF NAVAL PERSONNEL (BUPERS)  
OFFICE OF DIVERSITY AND EEO (BUPERS 0514)  
TOTAL FORCE HUMAN RESOURCES OFFICE  
5720 INTEGRITY DRIVE, BLDG 791 (RM B119)  
MILLINGTON, TN 38055**

**EEO COUNSELOR'S REPORT**

Date Requested: 01 August 2014

Date Submitted: 07 August 2014

**EQUAL EMPLOYMENT SPECIALIST:**

(b) (6)

**PHONE NUMBER:**

(b) (6)

**AGENCY DOCKET NUMBER:**

DON-14-00022-02823

**COMPLAINANT'S NAME:**

Jason Heap

**HOME ADDRESS AND PHONE:**

Email Only:

(b) (6)

**COMPLAINANT'S REPRESENTATIVE:**

Wang Times (Attorney)

**ADDRESS AND PHONE:**

Cohen Milstein Sellers & Toll PLLC  
1100 New York Ave, NW  
Suite 500 East Washington DC 20005  
(202)408-4600

**ACTIVITY FILED AGAINST:**

BUREAU OF NAVAL PERSONNEL

**ACTIVITY ADDRESS:**

5720 Integrity Drive  
Building 791  
Millington, TN 38055-0001

**ACTIVITY UIC:**

00022

**COMPLAINANT'S POSITION:**

Applicant for an Active Duty Navy Appointment

**DEPARTMENT:**

Navy Recruiting Command

**WORK PHONE:**

N/A

**BARGAINING AGREEMENT  
INFORMATION:**

**BARGAINING UNIT MEMBER?**

No

**BARGAINING UNIT**

N/A

**NGP EXCLUDES DISCRIM.**

**COMPLAINTS?**

**DATE(S) OF ALLEGED INCIDENT(S):**

27 May 2014

**45th DAY AFTER EVENT:**

12 July 2014

**DATE CONTACTED EEO OFFICE:**

12 June 2014

**REASON FOR DELAYED CONTACT:**

N/A

**INITIAL INTERVIEW:**

10 July 2014

**ISSUED NOTICE OF RIGHTS AND RESPONSIBILITIES:**

Yes  
3 July 2014

**ADR:**

Offered during initial  
Interview:

Yes  
CP: Declined  
Mgmt: NA

**ISSUED EXTENSION OF EEO COUNSELING:**  
**NUMBER OF DAYS:**

5

**ISSUED NOTICE OF FINAL INTERVIEW:**

16 July 2014

**DATE FORMAL COMPLAINT FILED:**

31 July 2014

**COMPLAINT BASIS (ES):**

Religion (Humanist)

**PRECISE DESCRIPTION OF THE ISSUE(S) RAISED:**

Was the complainant, Mr. Jason Heap, Applicant for an Active Duty Navy Appointment to the Chaplain Corps, discriminated against on the basis of religion (Humanist) when the Chaplain Appointment Reassignment Eligibility (CARE) Advisory Group rejected his application?

**REMEDY REQUESTED BY THE COMPLAINANT:**

1. Appointment as a U. S. Navy Chaplains Corps.
2. Back Pay

**ALLEGED RESPONSIBLE MANAGEMENT OFFICIAL(S):**

William F. Moran, Vice Admiral, U. S. Navy, Chief of Naval Personnel



**ADDITIONAL WITNESS(ES):**

1. Mark L. Tidd, Rear Admiral, U. S. Navy, Chief of Navy Chaplain Corps
2. (b) (6) Captain, U. S. Navy, Executive Assistant, Chief of Navy Chaplains

**SUMMARY OF INITIAL INTERVIEW WITH THE COMPLAINANT:**

Complainant is an applicant for an active duty commission and appointment in the U.S. Navy Chaplain Corps. The office of the Navy Chief of Chaplains said that all applications for the chaplain corps are reviewed by a Chaplain Appointment and Retention Eligibility Advisory Group (CARE). The Chief of Chaplains approves or disapproves the recommendation and then forwards it to the Chief of Naval Personnel, who by nature of the position makes the final determination as to whether the applicant is accepted or denied; or the Commander of Navy Recruiting Command acting for the Chief of Chaplains. The application process culminated on May 27, 2014, when the CARE advisory group did not select Mr. Heap for commissioning.

**SUMMARY OF FACT FINDING INQUIRY INTO THE ALLEGATIONS:**

The EEO Counselor attempted to interview members of the Chief of Chaplains' office. (b) (6) (b) (6) Captain, U. S. Navy, Executive Assistant, Chief Navy Chaplains, was identified as the Respondent. An inquiry was emailed to Captain (b) (6). CARE Advisory Groups are identified by the date they make their recommendations for acceptance or denial of applicant request. The percentage of applicants for acceptance in the May 2014 CARE Board was less than 50%.

**QUESTIONS FOR RMO (b) (6), CAPTAIN, U.S. NAVY, EXECUTIVE ASSISTANT, CHIEF NAVY CHAPLAINS.**

1. Is the CARE process governed by the rules of a "Statutory Board?"
2. What is the process the CARE Advisory Group follows when making selections or recommendations for acceptance?
3. Is the "denomination" of an applicant considered during the applicant evaluation?
4. Is it the expectation that applicants if selected will serve any particular denomination or faith?
5. Was Mr. Heap's identification as a "Humanist" the reason his application was denied?
6. Is there anything else you would like to add?

**RESPONSE FROM (b) (6), CAPTAIN, U.S. NAVY, EXECUTIVE ASSISTANT, CHIEF NAVY CHAPLAINS.**

Captain (b) (6) stated that CARE is not a "Statutory Board". However, there are similarities between a statutory board and the CARE Advisory Group: the CARE Advisory Group is governed by DoD, DON, and community regulation. He said that the denomination of an applicant is made known to the Advisory Group by the applicant when he or she submits Department of Defense (DD) form 2088, "Statement of Ecclesiastical Endorsement." However, an applicant's denomination is not a criterion that is weighted or assigned value during the CARE Advisory Group deliberations. The composition of the board is found in COCINST 1110.111. All applicants are expected to agree to serve in a pluralistic environment and support directly and indirectly the free exercise of religion by all members of the military and their family members. Applicants are also expected to provide religious ministry to members of their particular faith group.

Chaplain responsibilities are found in COCINST 1110.1H. Mr. Heap's self-identification was not the determining factor for the declination of his application to the Chaplain Corps. Specific Guidance for the appointment of Chaplains for the Military is found in DOD Instruction 1304.28.

**ADDITIONAL QUESTIONS AND REQUESTS SUBMITTED TO RMO (b) (6)**

**(b) (6), CAPTAIN, U.S. NAVY, EXECUTIVE ASSISTANT, CHIEF NAVY**

**CHAPLAINS**

1. Names and contact information for the persons that comprised this CARE Advisory Group?
  2. Copy of the document(s) the CARE Advisory Group used to make the recommendation.
  3. Copy of statements from this group and any other persons involved in the process?
- As of this writing the agencies has acknowledged our request, but a response has not been received.

**DOCUMENTS REVIEWED:**

1. Complainant's Rights and Responsibilities, and Pre-Complaint Election Form dated July 2014.
2. COCINST 1110.1H: Chaplain Appointment and Retention Eligibility Advisory Group, May 2007.
4. DD Form 2088, October 2011: Statement of Ecclesiastical Endorsement.
5. DoD Instruction 1304.28: Guidance for the Appointment of Chaplains for the Military Departments June 11, 2014

**SUMMARY OF INFORMAL RESOLUTION ATTEMPT:**

Informal resolution was offered but declined by the Complainant.

**(b) (6)**

Equal Employment Specialist





DEPARTMENT OF THE NAVY  
OFFICE OF THE SECRETARY  
1000 NAVY PENTAGON  
WASHINGTON DC 20350-1000

SECNAVINST 1730.7D  
N097  
August 8, 2008

SECNAV INSTRUCTION 1730.7D

From: Secretary of the Navy

Subj: RELIGIOUS MINISTRY WITHIN THE DEPARTMENT OF THE NAVY

Ref: (a) Title 10, United States Code  
(b) U.S. Navy Regulations, 1990  
(c) DoD Instruction 5120.08 of 20 Aug 07  
(d) DoD Instruction 1304.28 of 11 Jun 04  
(e) SECNAVINST 1730.9  
(f) DoD Directive 1304.19 of 11 Jun 04

Encl: (1) Definitions

1. Purpose. As advocates of spiritual, moral, and ethical maturity and resiliency, Navy Chaplains are essential to the Department of the Navy's (DON's) effort to assist Service members, their families, and other authorized personnel in coping with military life. This instruction implements policy and procedures for religious ministry in the DON. This instruction has been administratively revised and should be reviewed in its entirety.

2. Cancellation. SECNAVINST 1730.7B. SECNAVINST 1730.7C was rescinded by direction of the Secretary of the Navy in ALNAV 081/06.

3. Scope. This instruction applies throughout the DON, including the Coast Guard when operating as a Service in the Navy under Title 14, U.S. Code, Section 3.

4. Definitions. Enclosure (1) contains definitions of terms used in this instruction.

5. Organization and Roles

a. The Chief of Chaplains of the Navy (N097) is appointed in accordance with Section 5142 of reference (a) and serves in the grade of rear admiral (upper half) as principal advisor, community leader, and advocate on matters concerning religious accommodation and the delivery of religious ministry per Article

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1009 of reference (b). As Director of Religious Ministry for the DON, the Chief of Chaplains:

(1) Advises the Secretary of the Navy on all matters pertaining to religion within the Naval Services, in particular religious rights, the free exercise of religion and protection from establishment of religion. Serves as primary spokesperson on Professional Naval Chaplaincy (PNC). The Chief of Chaplains shall provide regular and frequent advice on:

(a) Religious, spiritual, ethical, and moral implications of all DON policies and actions.

(b) Religious Organization (RO) policies and positions affecting the DON.

(c) All matters pertaining to the organization and utilization of the Chaplain Corps (CHC) as a staff corps of the Navy.

(d) All matters pertaining to the organization and utilization of Religious Program Specialists (RPs).

(e) Formulation and oversight of policy pertaining to religious program personnel (to include Contract Religious Ministry Professionals (CRMPs)), facilities, funds, and the implementation of religious ministry plans and programs.

(2) Advises the Chief of Naval Operations (CNO), the Commandant of the Marine Corps (CMC) and the Commandant of the Coast Guard (CCG) on all matters pertaining to religion within the Navy, United States Marine Corps (USMC), and United States Coast Guard (USCG).

(3) Serves as community leader for the CHC and RPs, and otherwise assists the CNO, CMC, and CCG. To facilitate community leadership, all echelon 2 chaplains and RPs shall be assigned additional duty on the CNO Chief of Chaplains of the Navy (N097) staff. As community leader, the Chief of Chaplains:

(a) Directs religious ministry within the Navy, USMC, USCG, and other authorized governmental agencies receiving religious ministry from Navy assets.

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(b) Takes primary responsibility for DON strategic planning with regard to religious ministry.

(c) Establishes and/or approves policy for religious ministry, Command Religious Programs (CRPs), the Chaplains Religious Enrichment Development Operation (CREDO), the Religious Offering Fund (ROF) system, and any other policies or programs which utilize Religious Ministry Team (RMT) personnel.

(d) Provides technical advice for the acquisition, operation, contracting, and maintenance of religious ministry support facilities, collateral equipment, and other logistical support both ashore and afloat.

(e) Formulates and/or approves policy applying Section 1789 of reference (a) to support the families of Service members.

(f) Reports to and is supported by the Chief of Naval Personnel with respect to all duties pertaining to the procurement, distribution, and support of CHC officers and RPs.

(g) Formulates and interprets policy on religious ministry pertaining to standards of conduct and performance of religious ministry, to include recommendations for disciplinary action when appropriate.

(h) Is responsible for the professional development, education, and training of CHC officers and RPs.

(i) Establishes policy regarding CHC insignias.

(4) Serves on the Armed Forces Chaplains Board (AFCB) per reference (c). As a member of the AFCB, the Chief of Chaplains represents the Secretary of the Navy to:

(a) The Department of Defense (DoD).

(b) The Chiefs of Chaplains/Chaplain Services of other DoD components.

(c) The endorsing agents of the nation's ROs.

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b. The Deputy Chief of Chaplains is an officer selected by a board to the billet, from officers of the CHC, who serves in the grade of rear admiral (lower half) and performs such duties as are prescribed by the Chief of Chaplains and by Navy policy. The Deputy Chief of Chaplains:

(1) Serves as principal assistant to the Chief of Chaplains and as Deputy Director for Religious Ministry for the DON.

(2) Serves as Chaplain of the Marine Corps, advising the CMC on religious ministry matters in reference to support, personnel, plans, programs, policy, and facilities within the USMC.

(3) In accordance with reference (c), serves as a member of the AFCB.

c. The Deputy Chief of Chaplains for Reserve Matters is an officer selected by a board to the billet, from reserve officers of the CHC, who serves in the grade of rear admiral (lower half) in the reserve component, and performs such duties as prescribed by the Chief of Chaplains and Navy policy. The Deputy Chief of Chaplains for Reserve Matters:

(1) Serves as principal assistant to the Chief of Chaplains for reserve matters.

(2) Advises the Chief of Chaplains and the Commander Navy Reserve Forces on religious ministry matters in reference to administration, supervision, training, and mobilization of chaplains and RPs in the Reserve Component.

d. Command Master Chief/Senior Enlisted Leader of the RP rating:

(1) Serves as principle enlisted advisor to the Chief of Chaplains and Deputy Chief of Chaplains.

(2) Advises on all matters pertaining to the RP rating.

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e. Chaplains

(1) Chaplains are qualified Religious Ministry Professionals (RMPs) endorsed by a DoD-listed RO and commissioned as Naval officers in the CHC.

(2) Per reference (d), as a condition of appointment, every RMP must be willing to function in the diverse and pluralistic environment of the military, with tolerance for diverse religious traditions and respect for the rights of individuals to determine their own religious convictions. Chaplains must be willing to support the free exercise of religion by all Service members, their families, and other authorized persons. Chaplains are trained and expected to cooperate with other chaplains and RMPs and work within the specialized environment of the military while not compromising the tenets of their own religious traditions.

(3) To meet the requirements of religious accommodation, morale and welfare, and to facilitate the understanding of the complexities of religion with regard to its personnel and mission, the DON has designated four core CHC capabilities: care, facilitate, provide, and advise. Chaplains care for all Service members, including those who claim no religious faith, facilitate the religious requirements of personnel of all faiths, provide faith-specific ministries, and advise the command.

(a) Care. Chaplains are uniquely qualified to deliver specific institutional care, counseling, and coaching, which attend to personal and relational needs outside of a faith group-specific context. This includes relational counseling by chaplains which is motivated by their proximity and immediate presence, distinguished by confidentiality (per reference (e)), and imbued with professional wisdom and genuine respect for human beings. Such counseling is most effective when based on strong relationships developed in the context of shared life in the same unit. Some examples of care include deck plate ministry, counseling, coaching on military life, pre- and post deployment training for Service members and their families, crisis prevention and response, the CREDO program, memorial observances, and combat casualty ministry. Chaplains also strengthen community life by delivering training and education to Service members and other authorized personnel.



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(b) Facilitate. Chaplains manage and execute CRPs that accommodate diverse religious ministry requirements. Accommodation of individual and collective religious ministry requirements includes, but is not limited to: scheduling, budgeting, contracting and coordinating to include the management of volunteers and lay leaders.

(c) Provide. Based upon their professional credentials, ecclesiastically endorsed and commissioned chaplains meet faith group-specific needs, including worship services, sacraments, rites, ordinances religious and/or pastoral counsel, scripture study, and religious education.

(d) Advise. Chaplains strengthen the chain of command and assist in the development of leadership by providing advice to leaders at all levels. Chaplains serve as principal advisors to commanders for all matters regarding the CRP within the command, to include matters of morale, morals, ethics, spiritual well-being, and emerging religious requirements. Under reference (f), chaplains serve as an advisor to commanders on the impact of religion on military operations, within the boundaries of their non-combatant status.

(4) Chaplains are non-combatants. It is DON policy that chaplains are not authorized to obtain weapons qualifications, warfare qualifications, or bear arms; however, they are authorized to wear warfare or weapons qualification insignia obtained during prior service as a combatant. Chaplains are eligible to qualify for and to wear the insignia of qualification designations such as Fleet Marine Force, Basic Parachutist, and Navy/Marine Parachutist.

f. Religious Program Specialists. RPs are integral to the delivery of religious ministry in the DON. They, along with their chaplains, comprise the RMT responsible for the daily delivery of religious ministry. As part of an RMT, RPs work in direct support of DON chaplains. RMTs support, manage and execute the CRP. RP functional areas include: ministry support and accommodation, pastoral care support, command advisement, expeditionary ministry support, finance and accounting, and shipboard library administration. The functional areas are aligned to meet the command's religious ministry requirements to accommodate religion, support morale and welfare, and understand

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the complexities of religion with regard to personnel and mission.

(1) RPs are trained to accommodate religious ministry requirements by facilitating the free exercise of religion and supporting the provision of religious ministry. RPs support the delivery of care through pastoral triage, referrals, professional military counseling, charting, and explaining the types of ministry available. RPs play an integral role in advising leadership on the impact of the CRP. RPs in expeditionary environments are combatants who provide force protection expertise for RMTs.

(2) Every RP must be willing to function in the diverse and pluralistic environment of the military, with tolerance for diverse religious traditions and respect for the rights of individuals to determine their own religious convictions. RPs must be willing to support the religious rights of all authorized persons.

#### 6. Responsibilities of Commanders

a. Commanders shall provide a CRP which accommodates the religious needs, preferences, and rights of the members of their commands, eligible family members and other authorized personnel. The CRP is supported with appropriated funding at a level consistent with other personnel programs within DON, sufficient to execute the commander's mission and intent.

b. Commanders shall ensure the chaplain's direct access to the commander as provided in Article 1151 of reference (b).

c. Attendance at divine services shall be voluntary. Personnel present in an official support capacity are not considered attendees.

d. Consistent with DON policy on religious accommodation and the protections mandated by reference (a), commanders shall determine whether religious elements as defined in enclosure (1) shall be included in command functions.

e. Commanders shall not compel chaplains to act in a way that is inconsistent with the tenets of their faith. When invited to deliver religious elements at command functions, if

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the chaplain chooses not to participate, he or she may do so without adverse consequences.

f. When in a combat area, commanders shall only assign, detail, or permit chaplains, as non-combatants under the Geneva Convention, to perform such duties as are related to religious ministry under Article 1063 of reference (b) and as defined in enclosure (1).

g. Commanders shall not assign chaplains collateral duties that violate the religious practices of the chaplain's RO or that require services in a capacity in which the chaplain may later be called upon to reveal privileged, confidential, or sensitive information. Reference (e) defines the responsibilities with regard to chaplain confidentiality.

h. Commanders shall not assign chaplains duties to act as director, solicitor, or treasurer of funds, other than administrator of a ROF; act as an investigating officer; or stand watches other than that of duty chaplain.

#### 7. Action

a. The CNO shall exercise oversight to ensure compliance with this instruction and shall implement the policies in this instruction throughout the Navy. The CNO shall initiate action with the CCG and the administrator of the Maritime administration to implement this policy when Navy chaplains provide religious ministry to those agencies.

b. The CMC shall issue orders to implement this instruction throughout the Marine Corps.

8. Records Management Records created by this instruction, regardless of media, shall be managed in accordance with SECNAV Manual 5210.1.



DONALD C. WINTER

#### Distribution:

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<http://doni.daps.dla.mil>

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DEFINITIONS

1. Command Function. Any event that takes place under the authority or responsibility of the commander.
2. Command Religious Program (CRP). The comprehensive program of religious ministry that is planned, programmed, budgeted, and implemented to meet identified religious ministry requirements of a command.
3. Contract Religious Ministry Professional (CRMP). A civilian RMP endorsed by a specific DoD-listed RO and contracted on a non-personal services basis using competitive procedures. CRMPs provide religious ministries for members of the military, their dependents, and other authorized persons of the CRMP's RO. Commands shall assign a contracting officer's technical representative to monitor CRMP performance.
4. Divine Services. A term of art used in Section 6031 of reference (a) and Article 0817 of reference (b) to refer to public worship conducted afloat, in the field, or on military bases and installations by a military chaplain pursuant to the chaplain's official duties.
  - a. Under reference (a), commanders "shall cause divine services to be performed," and a chaplain may conduct divine services "according to the manner and forms" of his or her RO.
  - b. Divine services are command functions which take place according to the manner and forms of ROs.
  - c. Attendance at divine services shall be voluntary, with the exception of personnel present in an official support capacity.
5. Ecclesiastical Endorsing Agent. An individual authorized by an RO to provide or withdraw ecclesiastical endorsements on its behalf. Each RO is limited to a single ecclesiastical endorsing agent. Policy regarding endorsing agent visits to commands is provided in reference (d).
6. Professional Naval Chaplaincy (PNC). The field of endeavor in which Navy chaplains deliver to the Sea Services and authorized recipients religious ministry characterized by

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cooperation, tolerance, mutual respect and respect for diversity. It is further characterized by an understanding of both the pluralistic nature of the environment and the processes and structures of the organizations and institutions served. PNC includes the full range of responsibilities inherent in positions of leadership and authority in the Navy, as well as the standards and codes of behavior established for chaplains by the DON and those found in civilian religious professional life. Implicit in PNC is the expectation that chaplains will not compromise the standards of their RO.

7. Public Worship. A term of art used in Section 6031 of reference (a) that consists of divine services and religious services.

8. Religious Accommodation. The reasonable and good faith effort to support religious requirements within the boundaries of good order and discipline.

9. Religious Elements. Includes prayers, invocations, reflections, meditations, benedictions, or other religious or faith-based features of public worship traditionally or customarily incorporated in command functions other than divine or religious services.

10. Religious Ministry. Professional duties performed by Navy chaplains and designated personnel, to include facilitating and/or providing for religious needs, caring for all, and advising the command.

11. Religious Ministry Professional (RMP). An individual endorsed by a DoD-listed RO, per reference (d), to represent the RO and to conduct its religious observances or ceremonies in the institutional settings of the Naval Services. Each RMP is a fully qualified member of the clergy for those ROs that have a tradition of professional clergy or the equivalent.

12. Religious Ministry Team (RMT). A basic RMT consists of one chaplain and one RP. Other team members could include lay leaders, CRP volunteers, contract RMPs, chaplain office federal employees, and other CRP contracted professionals.



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13. Religious Offering Fund (ROF). Monetary collections offered by religious service participants in the context of worship. The system by which such funds are managed.
14. Religious Organization (RO). Under reference (d), an entity that is organized and functions primarily to perform religious ministries to a non-military constituency and that has met the religious purposes test of Section 501 (c)(3) of Title 26, U.S. Code [2000], and holds current status as a Section 501(c)(3) Schedule "A" organization. ROs possess ecclesiastical authority to endorse and withdraw endorsement for RMPs serving under their authority.
15. Religious Program Specialists (RPs). RPs support chaplains in planning, programming, administering, and coordinating the CRP. RPs are combatants who provide force protection and physical security for chaplains in operational environments.
16. Religious Rights. Those rights articulated in the First Amendment of the U.S. Constitution and applicable court precedent, including the right to free exercise of religion and the protection from establishment of religion.
17. Religious Services. Worship events, other than divine services as defined above, conducted as part of the CRP and in the manner and forms of ROs and led by lay leaders, CRMPs, or other authorized non-uniformed personnel. Participation in religious services shall be voluntary, with the exception of personnel present in a support capacity.

<b>CLEARANCE OF PROPOSED ISSUANCE</b>			CLASSIFICATION THIS SHEET ONLY			CLASSIFICATION OF ATTACHED			ORIGINATING OFFICE		
			UNCLASS			UNCLASS			N097		
			DATE SUBMITTED: 11JUN08			DATE RECEIVED: 04JUN08			DATE REQUIRED:		
	INITIAL	DATE		INITIAL	DATE	<b>DIRECTIVE NUMBER AND SUBJECT</b>  <b>SECNAVINST 1730.7D, RELIGIOUS MINISTRY WITHIN THE DEPARTMENT OF THE NAVY</b>					
DIRECTIVES	MBB	11JUN08	EEO								
SSIC			PA/FOIA								
REPORTS			ORGANIZATION								
LOCAL FORMS											
DD FORMS											
DISPOSAL											
<b>REFERENCES</b> (a) SECNAVINST 5210.11D (b) SECNAVINST 5215.1C (c) SECNAVINST 5218.5D (d) SECNAVINST 5214.2B (e) SECNAVINST 5213.10D											
<b>ITEMS MARKED BELOW INDICATE ERRORS IN THE PROPOSED ADMINISTRATIVE ISSUANCE</b>											
<input type="checkbox"/>	1. Standard Subject Identification Code (SSIC) incorrect or unsuitable. Suggest using (Ref (a))		<input type="checkbox"/>	16. Route to CNO mailroom to ensure currency of distribution list.		<input type="checkbox"/>	31. All notices must have cancellation dates which cannot exceed one year. (Ref (b), page 9)				
<input type="checkbox"/>	2. Include originating code in upper right-hand corner of page 1, basic instruction. (Ref (b), page 10)		<input type="checkbox"/>	17. Excessive or imprecise distribution. Distribution is based on "need to act" (action). "Copy to" is based on "need to hold" (for reference/information purposes). (Ref (b), pages 14, 16, 18)		<input type="checkbox"/>	32. Serialize OPNAV notices and classified directives. (Ref (b), page 10)				
<input type="checkbox"/>	3. Add "FROM" line. Add "TO" line. Delete "TO" line. (Ref (b), page 12)		<input type="checkbox"/>	18. Include stocking information. (Ref (b), page 18)		<input type="checkbox"/>	33. Complete OPNAV 5214/10 (attached) for each reporting requirement. (Ref (d), encl (1))				
<input type="checkbox"/>	4. When referencing DOD issuances, include the date.		<input type="checkbox"/>	19. Label enclosures. (Ref (b), page 16)		<input type="checkbox"/>	34. Include FLCINC comments when tasking the fleet to respond to the reporting requirement. (Ref (d), encl (1))				
<input type="checkbox"/>	5. Use latest suffix letter when citing instructions. Do not use "series." (Ref (b), page 13)		<input type="checkbox"/>	20. All references and enclosures must be cited in the basic instruction. (Ref (c), page 1-6)		<input type="checkbox"/>	35. Three year cancellation date has not been included in the reports paragraph. (Ref (d), encl (1))				
<input type="checkbox"/>	6. If reference(s) or any cited issuance(s) have not been distributed to all addressees of the proposed issuance, add the abbreviation "NOTAL" enclosed in parens at the end of the reference line. (Ref (b), page 12)		<input type="checkbox"/>	21. Use sex-neutral language. (Ref (c), page 9-2) Use clear language. (Ref (c), Chapter 1)		<input type="checkbox"/>	36. Insufficient time to prepare report.				
<input type="checkbox"/>	7. Type subject line in all "CAPITAL" letters.		<input type="checkbox"/>	22. Make the basic directive one or two pages summarizing the policy, procedure or system which it addresses. All amplifying material must follow in one or more enclosures.		<input type="checkbox"/>	37. RCS assigned.				
<input type="checkbox"/>	8. Title and underline major paragraphs. (Ref (b), page 14). Paragraph format is incorrect. (Ref (c), page 2-14). Incorrect citation of paragraphs. (Ref (c), page 2-14)		<input type="checkbox"/>	23. Classified directives must be reviewed by.		<input type="checkbox"/>	38. Title last paragraph of the basic instruction "Report(s)," "Form(s)," or "Report(s) and Form(s)."				
<input type="checkbox"/>	9. Remove punctuation after headings when not followed by text.		<input type="checkbox"/>	24. Requires MARCORPS clearance. Forward to ARDE. (Ref (b), page 16)		<input type="checkbox"/>	a. For each report include the report control symbol, report title, location of the report in the directive, and the expiration of the report or the exemption authority.				
<input type="checkbox"/>	10. Type identification data on left side of even numbered pages; right side of odd numbered pages. (Ref (b), page 20)		<input type="checkbox"/>	25. Send references, enclosures, and superseded issuance(s) with the proposed issuance. (Ref (b))		<input type="checkbox"/>	b. For each form include the form number, title, stock number (if applicable) and stocking information. (Ref (b), page 14)				
<input type="checkbox"/>	11. Allow extra line space after top headers to allow for date stamping.		<input type="checkbox"/>	26. All changes must now be incorporated in page changes. If changed page has a face or reverse, use printed pages from the basic directive for the reprinted pages of the change transmittal. (Ref (b), page 10)		<input type="checkbox"/>	39. All forms must have a form number. Complete one copy of OPNAV 5213/19 (attached) for each form. (Ref (a), page 6)				
<input type="checkbox"/>	12. Make purpose paragraph a synopsis of the instruction's contents. (Ref (b), page 16)		<input type="checkbox"/>	27. Changes too extensive. Issue a revision.		<input type="checkbox"/>	40. Filled-in samples of forms must have the word "sample" overlayed or printed on them. (Ref (b), page 14)				
<input type="checkbox"/>	13. Distribution on unclassified change transmittals should read "Same as basic" (Ref (b), page 18)		<input type="checkbox"/>	28. Pen changes not allowed. Page replacements required. (Ref (b), page 2)		<input type="checkbox"/>	41. The statement "to be reproduced locally" cannot be used for forms stocking. Contact OPNAV Forms Manager for correct stocking information.				
<input type="checkbox"/>	14. Distribution format incorrect/missing. (Ref (b), page 17)		<input type="checkbox"/>	29. Printers require full one-inch margin.		<input type="checkbox"/>	42. See additional comments on page 2.				
<input type="checkbox"/>	15. Misspellings/typographical errors exist, please reproof.		<input type="checkbox"/>	30. Use marginal notations to indicate where substantive changes have been made. (Ref (b), page 16)							
<b>THIS ISSUANCE IS</b> <input type="checkbox"/> APPROVED <input checked="" type="checkbox"/> APPROVED SUBJECT TO MARK-UP / COMMENTS <input type="checkbox"/> DISAPPROVED (When corrections are made, return for approval.) <input type="checkbox"/> A MARKED UP COPY IS ATTACHED						<b>COMMENTS</b>  <b>ENSURE ALL CHANGES/COMMENTS ARE INCORPORATED PRIOR TO SIGNATURE. ENSURE SIGNED ORIGINAL IS SCANNED IN .PDF, TEXT SEARCHABLE TO POST TO DONI, AND ORIGINAL HARD COPY IS FORWARDED.</b>					
<b>SIGNATURE AND TITLE</b>  <b>(b) (6) (signed)</b> <b>NAVY DIRECTIVES MANAGER</b>											
<b>Printing Reminders</b> Prior to returning this instruction to SECNAV/OPNAV Directives for printing do the following: 1. Date stamp all pages directly under instruction or notice number. 2. On all classified instructions use classification tape at the center top and bottom of each page.											

## CARE APPLICANTS

ID# 22

Date Received April 9, 2014

Last Name (b) (6)

First Name

Program Recall-Indefinite  
Requested

Endorser United Methodist Endorsing Agency

City Shreveport

State LA

Gender M

Age

Race (b) (6)

Undergrad Institution University of North Dakota

GPA 3.1

Field of Study Aeronautical Sciences

Graduate Institution Phillips Theological Seminary

Seminary GPA 3.7

Prior Service Yes

Branch of Service USNR

Comments



APPLICATION FOR RECALL TO EXTENDED ACTIVE DUTY				SUPPORTING DIRECTIVE MILPERSMAN ARTICLE 1320-150	
<b>PRIVACY ACT STATEMENT</b> Authority to request this information is derived from 5 United States Code, 301, Departmental Regulations. Purpose of this form is to provide a means for an individual to request voluntary recall to extended active duty, and the information is used to evaluate the individual's request. The form is subsequently filed in an individual's official personnel record for any other routine personnel management action required. If voluntary recall to extended active duty is desired, then completion of all information on this form is mandatory. Failure to provide requested information may result in an inability to process the application.					
TO: BUREAU OF NAVAL PERSONNEL (BUPERS-3), 5720 INTEGRITY DRIVE, MILLINGTON, TN 38055-0003					
NAME (LAST, FIRST, MI): <b>(b) (6)</b>		GRADE: O3/LT	SSN (LAST 4): <b>(b) (6)</b>	DESIGNATOR: 4105	DATE OF RANK: 2010JUL22
RESERVE UNIT ATTACHED OR COMMAND HOLDING YOUR RECORDS: NOSC SHREVEPORT LA (Swan Lake Road in Bossier City LA)		MARITAL STATUS: <b>(b) (6)</b>	# DEPENDENTS: <b>(b) (6)</b>	AGES OF CHILDREN: <b>(b) (6)</b>	
<b>TOTAL NAVAL SERVICE</b>					
OFFICER	ACTIVE (YEARS-MONTHS)	INACTIVE (YEARS-MONTHS)	DATE LAST RELEASED FROM EXTENDED ACTIVE DUTY: 2014FEB02		
	12YRS-6MO	4YRS-6MO	REASON FOR RELEASE: MOB COMPLETED AND ORDERS ARE COMPLETED/FINISHED		
ENLISTED	N/A	N/A			
<b>AVIATORS ONLY - TOTAL FLIGHT TIME AND CARRIER LANDINGS BY TYPE WITH YEAR(S) IN WHICH</b>					
TYPE AIRCRAFT: N/A	TOTAL HOURS:	YEAR PERFORMED:	TYPE AIRCRAFT:	TOTAL HOURS:	YEAR PERFORMED:
IN ACCORDANCE WITH THE PROVISIONS OF MILPERSMAN ARTICLE 1320-150, IT IS REQUESTED THAT I BE RECALLED TO ACTIVE DUTY					
REASON FOR REQUESTING RECALL TO ACTIVE DUTY: R/R INDEFINITE / PERMANENT RECALL TO ACTIVE DUTY FOR THE NAVY CHAPLAIN CORPS. I WAS SELECTED IN FY13 AND THIS IS MY NEW APPLICATION FOR FY14.					
BRIEF RESUME OF CIVILIAN EMPLOYMENT AND/OR EDUCATION SINCE RELEASED TO INACTIVE DUTY: CHURCH PASTOR					
LENGTH OF ACTIVE DUTY AGREEMENT DESIRED: (Check all that apply) <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span><input type="checkbox"/> 1-3 Years (Definite/Temporary)</span> <span><input checked="" type="checkbox"/> 3+ Years (Indefinite/Permanent)</span> <span><input type="checkbox"/> Either</span> </div>					
DESIRED REPORTING DATE: 2014APR15			NUMBER OF DAYS ADVANCE NOTIFICATION NEEDED: 2 WEEKS		
<b>PREFERENCES FOR DUTY ASSIGNMENT</b>					
LOCALITY/COMMAND			TYPE OF DUTY/BILLET		
JACKSONVILLE, FL			SEE DUTY		
MOBILE, AL			SEA DUTY		
PENSACOLA, FL			SEA DUTY		
HOME ADDRESS (INCLUDE ZIP CODE), TELEPHONE NUMBER AND E-MAIL: <b>(b) (6)</b>			ADDRESS TO WHICH ORDERS SHOULD BE MAILED (IF OTHER THAN HOME ADDRESS) (INCLUDE ZIP CODE):  SAME AS HOME ADDRESS		
ADDITIONAL COMMENTS: RESPECTFULLY REQUEST INDEFINITE / PERMANENT RECALL TO AC CHAPLAIN CORPS. THANK YOU VERY MUCH FOR YOUR TIME AND ATTENTION. v/r: <b>(b) (6)</b> (CH), USN					
DATE SUBMITTED: 01APR2014			SIGNATURE <b>(b) (6)</b>		

(b) (6)

## EXPERIENCE

- 2014 – Present      **University Health Systems**      Shreveport, LA  
*Pastoral Care Department, Hospital Chaplain*
- Provide pastoral care for patients in hospital, research foundation and cancer clinic
  - Develop and conduct worship services
  - Liaison between families and trauma doctors during traumas
  - Counsel and encourage staff and medical students in a teaching environment
- 2012 – 2014      **Naval Chaplaincy Warrior Transition Program**      Arifjan Kuwait and Sembach, Germany  
*Provider, Facilitator, Caregiver, and Advisor*
- Provide pastoral care for sailors returning home from combat deployments
  - Develop and conduct workshops to facilitate healthy reintegration
  - Lead worship services
  - Provide individual counsel and advise with regard to body, mind, and spiritual matters
- 2009 – 2012      **Bethany and Greenwood Methodist Churches**      Greenwood, LA and Bethany, TX  
*Pastor*
- Provide pastoral care for members, families, widows, and orphans in various settings
  - Minister to those in hospitals, nursing homes, and hospices
  - Lead weekly worship services
  - Teach Bible studies
  - Network within community to help shape spiritual development of neighborhoods
- 2007 – 2009      **Noel Memorial Methodist Church**      Shreveport, LA  
*Associate Pastor, Small Group Teacher*
- Provided pastoral care for staff, members, and their families in various settings
  - Served as clergy care pastor to hospitals, nursing homes, and hospices
  - Assisted during weekly worship services
  - Taught small group Bible studies
  - Advised Nurture and Care Committee regarding spiritual development and care
- 2007 – 2012      **Samaritan Counseling Center**      Shreveport, LA  
*Clergy and Congregational Care Coordinator*
- Coordinate the planning, organizing, implementing, and evaluation of services to clergy and their congregations
  - Train and consult with clinical staff to provide dialogue groups, education, and spiritual health
  - Provide/oversee services such as: counseling, crisis-intervention, coaching, workshops, and retreats
  - Build collaborative relationships between clergy and therapists in ecumenical settings
- 1997 – 2010      **United States Air Force Navigator**      Shreveport, LA and Minot, ND  
*Instructor Navigator/Electronic Warfare Officer*
- Commissioned for active duty and served over 12 years as a rated officer
  - Deployed three times since 9/11 in support of Global War on Terror
  - 250+ hours combat time and over 2400 hours total flight time in the B-52 Bomber
  - Served in reserve position requiring Top Secret clearance for a Total Force Integration project to support active duty in the nation's nuclear mission
- 2010 – 2013      **Naval Chaplaincy VFMA-112 Marines**      JRB Fort Worth, TX  
*Provider, Facilitator, Caregiver, and Advisor*
- Provide pastoral care for Marines and their families in various settings
  - Serve as ambassador to those in combatant roles to ensure combat readiness
  - Lead worship services
  - Provide counseling on ethics, morality, and in spiritual formation
  - Advise the command as appropriate regarding spiritual health of squadron

(b) (6)

1 APR 14



## EDUCATION

2010 -2013	<b>Marine Corps University</b> Marine Command and Staff College	Quantico, VA
2005 -2008	<b>Phillips Theological Seminary</b> Master of Divinity	Tulsa, OK
2003	<b>Maxwell Air Force Base</b> Squadron Officer School	Montgomery, AL
1990 - 1994	<b>University of North Dakota</b> Bachelor of Science in Aeronautical Studies	Grand Forks, ND

## COMMUNITY ACTIVITIES AND MEMBERSHIPS

2005-2014 **Team RWB**  
*Veterans Fitness Group*  
Mission is to enrich the lives of America's veterans by connecting them to their community through physical and social activity. Member of the mission outreach leadership team.

**American Association of Pastoral Counselors**  
*Pastoral Care Specialist*  
Mission is to bring healing, hope, and wholeness to individuals, families, and communities by expanding and equipping spiritually grounded and psychologically informed care, counseling, and psychotherapy.

**Big House Orphanage** Les Cayes, Haiti  
*Mission Trip Coordinator*  
Working with various organizations to bring nutrition, medical care, and light construction to orphanage of nearly one hundred underprivileged children.

**United Methodist Church**  
*Ordained Elder in Full Connection, June 2012*

**Samaritan Counseling Center**  
*Heart for Heroes Grant Developer*  
Work with community leaders to establish non-profit ecumenically based programs of counseling, therapy, and coaching to communities where fees are charged on a sliding scale. Heart for Heroes grant is part of a larger Clergy and Congregational Care Program established in 2012.

**Volunteers of America**  
*Facilitate PTSD 12-step Groups*  
Work with veterans and current troops to build trust within a community of combat warriors who can help one another through their traumatic memories on the journey to reordered life.

**Hillcrest Medical Center**  
*Two Extended Units of Clinical Pastoral Education*  
Work with hospital chaplains under supervision to learn, ecumenically, how to advance educationally based theological education and professional practice to bring healing a hurting world.

**NW Louisiana War Veterans' Home**  
*Volunteer Chaplain*  
Work with full-time staff and hospice chaplains to provide pastoral care to veterans and their families. Coordinate with local churches to bring volunteers into the home during scheduled activities in order to provide services that need extra hands beyond the paid staff capacity.

(b) (6)

1 APR 14

PHONE: (b) (6)

FROM THE DESK OF  
(b) (6)

EMAIL (b) (6)

January 22, 2014  
Care Board  
Chaplain Recruiter Screening  
US Navy

To Whom it Concerns,

This letter is to request that my package for entrance into the Active Duty Chaplain Corps be screened for FY14. As of February 2nd, 2014 I will have completed my mobilization that prevented me from taking the activation last fiscal year. I am available at this time for consideration of recall to active duty. Thank you in advance for considering my application. I have provided personal and professional references to my recruiter. Please let me know if letters of recommendation are needed.

Sincerely yours,

(b) (6)  
Chaplain LT (b) (6)

(b) (6)



**UNITED STATES MARINE CORPS**

COMPANY B, 1ST BATTALION, 23D MARINES  
4TH MARINE DIVISION (REIN), MFR  
1440 SWAN LAKE RD  
BOSSIER CITY, LA 71111-5334

IN 0001  
1000  
I&I  
30 May 12

From: Inspector-Instructor  
To: Whom It May Concern

Subj: LETTER OF RECOMMENDATION FOR LT (b) (6)

1. For the past year I have had the pleasure of knowing and working with LT (b) (6) as he is administratively attached to the NOSC that my I&I office is co-located with. Despite not having any official association or affiliation with my unit, LT (b) (6) has always been available for a variety of tasks. This included instructing recently activated and deployed Marines on various reintegration training, helping with numerous community relations programs, or simply being around and available to young Marines who normally don't get to see a Chaplain. Recently, LT (b) (6) volunteered to spend some time with the unit while training in a field environment. Despite austere conditions, LT (b) (6) was on hand simply out of his desire to be present and available for Marines and Sailors.

2. LT (b) (6) has a unique ability to connect with young service members. This gives the Marine or Sailor a sense of ease and willingness to open up to the Chaplain on issues they may not normally discuss with an officer they just met. This offers the command an enormous combat multiplier and allows the commanding officer excellent situational awareness on the morale and welfare of the unit.

3. I would actively seek to serve with LT (b) (6) again in the future and look forward to him being able to spend some more time with the Marines.

4. If you have any further questions or concerns please contact me personally at (b) (6) or by e-mail at

(b) (6)

(b) (6)





DEPARTMENT OF THE NAVY  
NAVY OPERATIONAL SUPPORT CENTER SHREVEPORT  
1440 SWAN LAKE ROAD  
BOSSIER CITY LA 71111-5334

1300  
Ser N00/241  
15 Jun 12

From: Commanding Officer, Navy Operational Support Center Shreveport

Subj: LETTER OF RECOMMENDATION ICO LT (b) (6) USN,  
(b) (6)

1. I offer my absolute strongest endorsement for LT (b) (6) appointment to active duty. Based on his motivation and limitless potential, I find him unquestionably qualified. As a Commanding Officer, I am proud to call (b) (6)
2. LT (b) (6) embodies the Navy Chaplain Corps Vision of "Mission ready Sailors and Marines, and their families, demonstrating spiritual, moral and ethical maturity supported by the innovative delivery of religious ministry and compassionate pastoral care." Although, he is attached to NAS Fort Worth JRB, he gives of himself in every way to my command in Shreveport, my Marine counterparts and our community. He actively seeks ways to be involved and deliver faithful pastoral care.
3. I have interviewed (b) (6) personally, observed his interactions with our Sailors and Marines and have reviewed his record. I can say without hesitation that sustained superior performance, Sailor-centered service and superb program management are hallmarks of his career. He is one of the finest chaplains that I have worked with and I have been impressed with his amazing spirit of commitment.
4. He is most strongly recommended for selection to the active duty Chaplain Corps. Confident, dedicated and goal oriented, LT (b) (6) is the epitome of what the active duty Chaplain Corps is looking for. His intelligence, composure and service-oriented mindset coupled with his compassion make him the best choice. He is a proven performer in every respect and will be an outstanding Naval Officer in the Chaplain Corps Community. It would be my absolute privilege to serve with Lieutenant (b) (6) in my wardroom any time any where.

(b) (6)

Copy to:

LT (b) (6)

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Any misuse or unauthorized disclosure may result in both civil and criminal penalties.

# PRIMS

Physical Readiness Information Management System

## PRT Listing - All Cycles

Generated: 01/24/2014

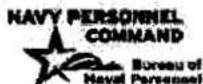
UIC: 83979 - NR OPS SUPPORT 0843

(b) (6) O-3 (b) (6)

Cycle	PFA UIC	PRT Participation Status	PRT Test Date	Core	U Body	Cardio	PRT Results
2013 1	83979	Participant	05/01/2013	(b) (6)			
2012 2	83979	Participant	11/06/2012				
2012 1	83979	Participant	06/07/2012				

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NAVY PERSONNEL COMMAND  
5720 Integrity Dr.  
Millington, TN 38055

**STATEMENT of SERVICE for NAVY RESERVE RETIREMENT**

LT (b) (6)

FROM	TO	WHY	DR/	FD	COURSE	GRAT	INAC	AT/	ADT	ACTIVE	TOTAL	SATISFACTORY
05/09/97	06/18/97	0	0	0	0	1	1	0	0	0	1	0YR 00M 00D
06/19/97	09/29/97	1	0	0	0	0	0	0	103	103	0YR 00M 00D	
09/30/97	05/08/98	0	0	0	0	9	9	0	221	230	1YR 00M 00D	
05/09/98	05/08/99	0	0	0	0	15	15	0	365	365	1YR 00M 00D	
05/09/99	05/08/00	0	0	0	0	15	15	0	366	366	1YR 00M 00D	
05/09/00	05/08/01	0	0	0	0	15	15	0	365	365	1YR 00M 00D	
05/09/01	05/08/02	0	0	0	0	15	15	0	365	365	1YR 00M 00D	
05/09/02	05/08/03	0	0	0	0	15	15	0	365	365	1YR 00M 00D	
05/09/03	05/08/04	0	0	0	0	15	15	0	366	366	1YR 00M 00D	
05/09/04	05/08/05	0	0	0	0	15	15	0	365	365	1YR 00M 00D	
05/09/05	05/08/06	0	0	0	0	15	15	0	365	365	1YR 00M 00D	
05/09/06	05/08/07	0	0	0	0	15	15	0	130	145	1YR 00M 00D	
05/09/07	05/08/08	0	0	0	0	15	15	0	0	15	0YR 00M 00D	
05/09/08	05/08/09	0	0	0	0	15	15	0	0	15	0YR 00M 00D	
05/09/09	05/08/10	0	0	0	0	15	15	0	0	15	0YR 00M 00D	
05/09/10	09/20/10	7	0	0	0	6	6	0	0	6	0YR 00M 00D	
09/21/10	05/08/11	0	28	9	9	46	88	0	134	1YR 00M 00D		
05/09/11	05/08/12	0	93	2	15	110	68	0	178	1YR 00M 00D		
05/09/12	05/08/13	0	31	24	15	70	4	0	74	1YR 00M 00D		
05/09/13		0	0	0	0	0	0	0	0	0	0YR 00M 00D	

QUALIFYING YEARS OF SERVICE:

13YR 00M 00D

TOTAL RETIREMENT POINTS CREDITABLE FOR PAY:

3838

CONFIRMED TO BE A TRUE STATEMENT

(b) (6)

27-Jan-2014

SI

DATE

**LEGEND**

WHY: 0-RESERVE COMPONENT SERVICE	GRAT: MEMBERSHIP POINTS: MAX 15 PER ANNIVERSARY YEAR
1-REGULAR COMPONENT SERVICE	TOTAL INACTIVE DUTY TRAINING POINTS: MAX 130
3-SERVICE NOT CREDITABLE	POINTS PER ANNIVERSARY YEAR ON OR AFTER 30 OCT 2007, MAX 90 POINTS PER ANNIVERSARY YEAR ON OR AFTER 30 OCT 2000 AND MAX 75 POINTS PER ANNIVERSARY YEAR ON OR AFTER 23 SEP 96. PRIOR TO 23 SEP 1996, THE MAXIMUM IS 60 POINTS.
4-ISL (INACTIVE STATUS LIST)	ANNUAL TRAINING/ACTIVE DUTY FOR TRAINING SERVICE POINTS
5-DECEASED	AT/ADT: EXTENDED ACTIVE DUTY SERVICE POINTS
6-ENLISTED: DISCHARGED	TOTAL: TOTAL RETIREMENT POINTS EARNED DURING ANNIVERSARY YEAR
7-OFFICER: RESIGNED/DISCHARGED	YR = YEAR(S)
9-RETIRED	M = MONTH(S)
DRILL: INACTIVE DUTY DRILL TRAINING POINTS	D = DAY(S)
COURSE: CORRESPONDENCE COURSE POINTS	QUALIFYING:



# FITNESS REPORT & COUNSELING RECORD (W2-O6)

RCS BUPERS 1610-1

1. Name (Last, First, Middle Initial)		2. Grade/Rate		3. Desig		4. SSN	
(b) (6)		LT		4105		(b) (6)	
5. ACT <input type="checkbox"/> FTS <input type="checkbox"/> INACT <input type="checkbox"/> A/ADSW <input checked="" type="checkbox"/> 265		6. UIC		7. Ship/Station		8. Promotion Status	
38185		NAVY WTP SEMBACH		REGULAR		9. Date Reported	
10. Periodic <input type="checkbox"/> 11. of Individual <input checked="" type="checkbox"/> 12. Reporting Senior <input type="checkbox"/> 13. Special <input type="checkbox"/>		14. From: 13JUN27		15. To: 13DEC16			
16. Not Observed Report <input type="checkbox"/> 17. Regular <input checked="" type="checkbox"/> 18. Concurrent <input type="checkbox"/> 19. OpsCdr <input type="checkbox"/>		20. Physical Readiness		21. Billet Subcategory (if any)			
22. Reporting Senior (Last, FI MI)		23. Grade		24. Desig		25. Title	
(b) (6)		CAPT		1135		OTC	
26. UIC		27. SSN					
38185		(b) (6)					
28. Command employment and command achievements.							
WTP facilitates IA Sailors' reintegration process following a USCENTCOM war zone deployment by providing Combat and Operational Stress Control Continuum (COSC) workshops, collecting issued gear and weapons, conducting PDHA, and coordinating onward movement.							
29. Primary/Collateral/Watchstanding duties. (Enter primary duty abbreviation in box.)							
CHAPLAIN - CHAPLAIN-6; Workshop Facilitator-6; PFA: 13-2							
For Mid-term Counseling Use. (When completing FITREP, enter 30 and 31 from counseling worksheet, sign 32.)		30. Date Counseled		(b) (6)		(b) (6)	
31JUL13							
PERFORMANCE TRAITS: 1.0 - Below standards/not progressing or UNSAT in any one standard; 2.0 - Does not yet meet all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 5.0. Standards are							
PERFORMANCE TRAITS	1.0* Below Standards	2.0 Pro- gressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
33. PROFESSIONAL EXPERTISE: Professional knowledge, proficiency, and qualifications.	-Lacks basic professional knowledge to perform effectively. -Cannot apply basic skills. -Fails to develop professionally or achieve timely qualifications.		-Has thorough professional knowledge. -Competently performs both routine and new tasks. -Steadily improves skills, achieves timely qualifications.		-Recognized expert, sought after to solve difficult problems. -Exceptionally skilled, develops and executes innovative ideas. -Achieves early/highly advanced qualifications.		
NOB <input type="checkbox"/>	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)		
34. COMMAND OR ORGANIZATIONAL CLIMATE/EQUAL OPPORTUNITY: Contributing to growth and development, human worth, community.	-Actions counter to Navy's retention/transition goals. -Uninvolved with mentoring or professional development of subordinates. -Actions counter to good order and discipline and negatively affect Command/Organizational climate. -Demonstrates exclusionary behavior. Fails to value differences from cultural diversity.		-Positive leadership supports Navy's increased retention goals. Active in decreasing attrition. -Actively encourages/supports subordinate's personal/professional growth. -Demonstrates appreciation for contributions of Navy personnel. Positive influence on Command climate. -Values differences as strengths. Fosters atmosphere of acceptance/inclusion per BODISO policy.		-Measurably contributes to Navy's increased retention and reduced attrition objectives. -Proactive leader/exemplary mentor. Involved in subordinate's personal development leading to professional growth/sustained commitment. -Initiates support programs for military, civilian, and families to achieve exceptional Command and Organizational climate. -The model of achievement. Develops unit cohesion by valuing differences as strengths.		
NOB <input type="checkbox"/>				X			
35. MILITARY BEARING/CHARACTER: Appearance, conduct, physical fitness, adherence to Navy Core Values.	-Consistently unsatisfactory appearance. -Unsatisfactory demeanor or conduct. -Unable to meet one or more physical readiness standards. -Fails to live up to one or more Navy Core Values: HONOR, COURAGE, COMMITMENT.		-Excellent personal appearance. -Excellent demeanor or conduct. -Complies with physical readiness program. -Always lives up to Navy Core Values: HONOR, COURAGE, COMMITMENT.		-Exemplary personal appearance. -Exemplary representative of Navy. -A leader in physical readiness. -Exemplifies Navy Core Values: HONOR, COURAGE, COMMITMENT.		
NOB <input type="checkbox"/>					X		
36. TEAMWORK: Contributions toward team building and team results.	-Creates conflict, unwilling to work with others, puts self above team. -Fails to understand team goals or teamwork techniques. -Does not take direction well.		-Reinforces others' efforts, meets personal commitments to team. -Understands team goals, employs good teamwork techniques. -Accepts and offers team direction.		-Team builder, inspires cooperation and progress. -Talented mentor, focuses goals and techniques for team. -The best at accepting and offering team direction.		
NOB <input type="checkbox"/>					X		
37. MISSION ACCOMPLISHMENT AND INITIATIVE: Taking initiative, planning/prioritizing, achieving mission.	-Lacks initiative. -Unable to plan or prioritize. -Does not maintain readiness. -Fails to get the job done.		-Takes initiative to meet goals. -Plans/prioritizes effectively. -Maintains high state of readiness. -Always gets the job done.		-Develops innovative ways to accomplish mission. -Plans/prioritizes with exceptional skill and foresight. -Maintains superior readiness, even with limited resources. -Gets jobs done earlier and far better than expected.		
NOB <input type="checkbox"/>				X			



# FITNESS REPORT & COUNSELING RECORD (W2-O6) (cont'd)

RCS BUPERS 1610-1

(b) (6)		2. Grade/Rate LT		3. Desig 4105		(b) (6)	
PERFORMANCE TRAITS	1.0* Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
38. LEADERSHIP: Organizing, motivating and developing others to accomplish goals.	-Neglects growth/development or welfare of subordinates. -Fails to organize, create problems for subordinates. -Does not set or achieve goals relevant to command mission and vision. -Lacks ability to cope with or tolerate stress. -Inadequate communicator. -Tolerates hazards or unsafe practices.		-Effectively stimulates growth/development in subordinates. -Organizes successfully, implementing process improvements and efficiencies. -Sets/achieves useful realistic goals that support command mission. -Performs well in stressful situations. -Clear, timely communicator. -Ensures safety of personnel and equipment.		-Inspiring motivator and trainer, subordinates reach highest level of growth and development. -Superb organizer, great foresight, develops process improvements and efficiencies. -Leadership achievements dramatically further command mission and vision. -Perseveres through the toughest challenges and inspires others. -Exceptional communicator. -Makes subordinates safety-conscious, maintains top safety record. -Constantly improves the personal and professional lives of others.	<input checked="" type="checkbox"/>	
39. TACTICAL PERFORMANCE: (Warfare qualified officers only) Basic and tactical employment of weapons systems.	-Has difficulty attaining qualification expected for the rank and experience. -Has difficulty in ship(s), aircraft or weapons systems employment. -Below others in knowledge and employment. -Warfare skills in specialty are below standards compared to others of same rank and experience.		-Attains qualifications as required and expected. -Capably employs ship(s), aircraft, or weapons systems. Equal to others in warfare knowledge and employment. -Warfare skills in specialty equal to others of same rank and experience.		-Fully qualified at appropriate level for rank and experience. -Innovatively employs ship(s), aircraft, or weapons systems. Well above others in warfare knowledge and employment. -Warfare skills in specialty exceed others of same rank and experience.	<input checked="" type="checkbox"/>	
NOB (b) (6)		(b) (6)		(b) (6)		(b) (6)	
40. I recommend screening this individual for next career milestones(s) as follows: (maximum of two) Recommendations may be for competitive schools or duty assignments such as: SCP, Dept Head, XO, OIC, CO, Major Command, War College, PG School.				SEA DUTY		ACTIVE DUTY	
41. COMMENTS ON PERFORMANCE: * All 1.0 marks, three 2.0 marks, and 2.0 marks in Block 34 must be specifically substantiated in comments. Comments must be verifiable. Font must be 10 or 12 Pitch (10 or 12 Point) only. Use upper and lower case.							
*** EMBODIMENT OF PROFESSIONAL NAVAL CHAPLAINCY ***							
<p>-LT (b) (6) puts the "care" in caregivers as a forward deployed chaplain. He provided moral and spiritual support to re-deployers and to the Warrior Transition Program (WTP) staff which increased their resiliency and strengthened the lives of hundreds of Sailors.</p> <p>-Chaplain (b) (6) is relied upon for his expertise as a counselor, liturgical planner, and stress mitigation workshop developer and facilitator. He inspired the WTP staff and over 1400 Sailors who have redeployed. My staff's cohesion is due to his living the Chaplain Corps' "caring for all".</p> <p>-He exemplified the Navy Values by the way that he led 25 workshops and his 24/7 availability for all in need, decisively guiding people through problems such as workplace discrimination, infidelity, and trauma. He helps others to "interpret" crises as surmountable opportunities and framing them in a healthy perspective.</p> <p>-LT (b) (6) consistently found ways to support the WTP Team by driving shipmates of various faiths off base to those services and coordinating donors' gifts to make them appropriate.</p> <p>-LT (b) (6) completed the USMC Staff College. He established a Red, White, and Blue Running Chapter and is a registered USO Volunteer providing support to Wounded Warriors at LRMC.</p> <p>-Reverend (b) (6) lives his faith in word and deed, appreciating the differences in others.</p> <p>*** SUSTAINED SUPERIOR PERFORMANCE ABOVE PAYGRADE - PROMOTE TO LCDR NOW! ***</p>							
Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote	44. Reporting Senior Address OIC WARRIOR TRANSITION PROGRAM SEMBACH, GE, UNIT 29926 APO AE 09136-9926
42. INDIVIDUAL	(b) (6)						
43. SUMMARY	(b) (6)						
45. Signature of Reporting Senior (b) (6)				46. Signature of individual evaluated. "I have seen this report, been apprised of my performance, and understand my right to submit a statement." I intend to submit a statement. <input type="checkbox"/> I do not intend to submit a statement. <input checked="" type="checkbox"/>			
Date: 16DEC13				Date: 16DEC13			
Member Trait Average: 4.50		Summary Group Average: 4.50		(b) (6)			
47. Typed name, grade, command, UIC, and signature of Regular Reporting Senior on Co							
Date:							



# FITNESS REPORT & COUNSELING RECORD (W2-06)

RLS BUP/RS 1610-1

(b) (6)				2. Grade/Rate LT		3. Desig 4105		4. SSN (b) (6)	
5. ACT		6. UIC 38185		7. Ship/Station WTP SEMBACH		8. Promotion Status REGULAR		9. Date Reported 12OCT14	
10. Periodic <input checked="" type="checkbox"/>		11. Detachment of Individual <input type="checkbox"/>		12. Detachment of Reporting Senior <input type="checkbox"/>		13. Special <input type="checkbox"/>		14. From: 12SEP14 To: 13JAN31	
16. Not Observed Report <input type="checkbox"/>		17. Regular <input checked="" type="checkbox"/>		18. Concurrent <input type="checkbox"/>		19. OpsCdr <input type="checkbox"/>		20. Physical Readiness P	
21. Billet Subcategory (if any) INDIV AUG		22. UIC 38185		23. Grade CAPT		24. Desig 1315		25. Title OIC	
26. Command employment and command achievements NAVCENT/5th FLEET Task Force executes Intra-Theater processing, training, pay certification, logistics, transportation, warrior transition and redeployment for IA/GSA Sailors and expeditionary units supporting OEF, New Dawn, and Maritime Security OPS.									
27. Primary/Colloca/Watchstanding duties. (Enter primary duty abbreviation in box.) CHAPLAIN Duties related to the Professional Navy Chaplaincy, especially advising Command on religious, cultural, personal, and command climate issues of interest to NAVCENT FWD Kuwait and WTP Sembach Germany. PRI: Care Team Chaplain-4. COLL: MWR Officer-4. TEMADD: NMPS GULFPORT: 12SEP14-12SEP20. NIACT: 12SEP21-12OCT13. PFA: A2-2.									
For Mid-term Counseling Use. (When completing FITREP, enter 20 and 31 from counseling worksheet, sign 32.)				30. Date Counseled NOT REQ		31. Counselor		32. Signature of Individual Counseled	
PERFORMANCE TRAITS: 1.0 - Below standards/not progressing or UNSAT in any one standard; 2.0 - Does not meet all 3.0 standards; 3.0 - Meets all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 5.0. Standards are not all inclusive.									
PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards				
33. PROFESSIONAL EXPERTISE: Professional knowledge, proficiency, and qualifications.  NOB <input type="checkbox"/>	-Lacks basic professional knowledge to perform effectively. -Cannot apply basic skills. -Fails to develop professionally or achieve timely qualifications.		-Has thorough professional knowledge. -Competently performs both routine and new tasks. -Steadily improves skills, achieves timely qualifications.		-Recognized expert, sought after to solve difficult problems. -Exceptionally skilled; develops and executes innovative ideas. -Achieves exceptionally advanced qualifications.				
34. COMMAND OR ORGANIZATIONAL CLIMATE/EQUAL OPPORTUNITY: Contributing to growth and development, team work, continuity.  NOB <input type="checkbox"/>	-Actions counter to Navy's retention/redeployment goals. -Uninvolved with mentoring or professional development of subordinates. -Actions counter to good order and discipline and negatively affect Command/Organizational climate. -Demonstrates exclusionary behavior. Fails to value differences from cultural diversity.		-Positive leadership supports Navy's increased retention goals. Active in decreasing attrition. -Actively encourages/supports subordinates' personal/professional growth. -Demonstrates appreciation for contributions of Navy personnel. Positive influence on Command climate. -Values differences as strengths. Fosters atmosphere of acceptance/inclusion per EO/EEED policy.	<input checked="" type="checkbox"/>	-Measurably contributes to Navy's increased retention and reduced attrition objectives. -Proactive leader/exemplary mentor. Involved in subordinates' personal development leading to professional growth sustained commitment. -Initiates support programs for military, civilian, and families to achieve exceptional Command and Organizational climate. -The model of achievement. Develops unit cohesion by valuing differences as strengths.				
35. MILITARY BEARING/CHARACTER: Appearance, conduct, physical fitness, adherence to Navy Core Values.  NOB <input type="checkbox"/>	-Consistently unsatisfactory appearance. -Unsatisfactory demeanor or conduct. -Unable to meet one or more physical readiness standards. -Fails to live up to one or more Navy Core Values: HONOR, COURAGE, COMMITMENT.		-Excellent personal appearance. -Excellent demeanor or conduct. -Complies with physical readiness program. -Always lives up to Navy Core Values: HONOR, COURAGE, COMMITMENT.	<input checked="" type="checkbox"/>	-Exemplary personal appearance. -Exemplary representative of Navy. -A leader in physical readiness. -Exemplifies Navy Core Values: HONOR, COURAGE, COMMITMENT.				
36. TEAMWORK: Contributions toward team building and team results.  NOB <input type="checkbox"/>	-Creates conflict, unwilling to work with others, puts self above team. -Fails to understand team goals or teamwork techniques. -Does not take direction well.		-Reinforces others' efforts, meets personal commitments in team. -Understands team goals, employs good teamwork techniques. -Accepts and offers team direction.	<input checked="" type="checkbox"/>	-Team builder, inspires cooperation and progress. -Talented mentor, focuses goals and techniques for team. -The best at accepting and offering team direction.				
37. MISSION ACCOMPLISHMENT AND INITIATIVE: Taking initiative, planning/prioritizing, achieving mission.  NOB <input type="checkbox"/>	-Lacks initiative. -Unable to plan or prioritize. -Does not maintain readiness. -Fails to get the job done.		-Takes initiative to meet goals. -Plans/prioritizes effectively. -Maintains high state of readiness. -Always gets the job done.	<input checked="" type="checkbox"/>	-Develops innovative ways to accomplish mission. -Plans/prioritizes with exceptional skill and foresight. -Maintains superior readiness, even with limited resources. -Gets jobs done earlier and far better than expected.				



# FITNESS REPORT & COUNSELING RECORD (W2-O6) (cont'd)

REX BUPERS 1676-1

(b) (6)		2. Grade/Rate LT		3. Desig 4105		(b) (6)	
PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Exceeds Standards		
28. LEADERSHIP. Organizing, motivating and developing others to accomplish goals.	<ul style="list-style-type: none"> <li>Neglects growth/development or welfare of subordinates.</li> <li>Fails to organize, create problems for subordinates.</li> <li>Does not set or achieve goals relevant to command mission and vision.</li> <li>Lacks ability to cope with or tolerate stress.</li> <li>Inadequate communication.</li> <li>Tolerates hazards or unsafe practices.</li> </ul>		<ul style="list-style-type: none"> <li>Effectively stimulates growth/development in subordinates.</li> <li>Organizes successfully, implementing process improvements and efficiencies.</li> <li>Set/achieves useful realistic goals that support command mission.</li> <li>Performs well in stressful situations.</li> <li>Clear, timely communication.</li> <li>Ensures safety of personnel and equipment.</li> </ul>		<ul style="list-style-type: none"> <li>Inspiring motivator and trainer, subordinates reach highest level of growth and development.</li> <li>Superb organizer, great foresight, develops process improvements and efficiencies.</li> <li>Leadership achievements dramatically further command mission and vision.</li> <li>Perseveres through the toughest challenges and inspires others.</li> <li>Exceptional communication.</li> <li>Makes subordinate safety-conscious, maintains top safety record.</li> <li>Constantly improves the personal and professional lives of others.</li> </ul>		
29. TACTICAL PERFORMANCE (Warfare qualified officers only) Basic and tactical employment of weapons systems.	<ul style="list-style-type: none"> <li>Has difficulty attaining qualifications expected for the rank and experience.</li> <li>Has difficulty in ship(s), aircraft or weapons systems employment.</li> <li>Below others in knowledge and employment.</li> <li>Warfare skills in specialty are below standards compared to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>Attains qualifications as required and expected.</li> <li>Capably employs ship(s), aircraft, or weapons systems. Equal to others in warfare knowledge and employment.</li> <li>Warfare skills in specialty equal to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>Fully qualified at appropriate level for rank and experience.</li> <li>Innovatively employs ship(s), aircraft, or weapons systems. Well above others in warfare knowledge and employment.</li> <li>Warfare skills in specialty exceed others of same rank and experience.</li> </ul>		
NOB <input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
NOB <input type="checkbox"/>		(b) (6)	(b) (6)	(b) (6)	(b) (6)		
40. I recommend assigning this individual for next career milestone(s) as follows: (maximum of two) Recommendations may be for competitive schools or duty assignments such as: SCP, Dept Head, XO, OIC, CO, Major Command, War College, PG School.				PG SCHOOL		SEA DUTY	
41. COMMENTS ON PERFORMANCE: * All 1.0 marks, three 2.0 marks, and 2.0 marks in Block 34 must be specifically substantiated in comments. Comments must be verifiable. Find must be 10 or 12. Each (10 or 12 Point) only. Use upper and lower case.							
<p align="center">***OUTSTANDING FAVOR, OFFICER, and MENTOR***</p> <p>-TOTAL FORCE FITNESS. His skillful delivery of 40 holistic workshops to 910 redeployers in support of long-term resilience and operational readiness and resulted in the successful reintegration to CONUS.</p> <p>-DYNAMIC TEAM PLAYER. Greatly enhanced staff morale through MWR trips, cookouts, and athletic events; coordination of gift packages provided by California State government employees; partnered with Project Rudolph for wounded warriors visits.</p> <p>-MODEL OFFICER. Recognized for his outstanding military bearing; outstanding PRT.</p> <p>-TEAM BUILDER. Developed an effective working relationship with ARCENT and USAREUR chaplains to identify mutually beneficial engagement in support of redeploying Sailors. Effective representative for the Chaplain Corps provided information and direction for possible Chaplain candidates.</p> <p>-FISCAL STEWARD. Coordinated with the local Religious Education Department to transfer library resources to WTP from military libraries, saving thousands of dollars.</p> <p>-MINDFUL PROFESSIONAL. Completed two Marine Corps Staff College classes towards completing Intermediate Professional Military Education.</p> <p align="center">***PROMOTE HIM TO LCDR NOW!***</p>							
Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote	44. Reporting Senior Address OFFICER IN CHARGE NTP SEMBACH GERMANY UNIT 29926 APO AE 09136-9926
42. INDIVIDUAL	(b) (6)						45. Signature of Individual evaluated. I have seen this report, been apprised of my performance, and understand my right to submit a statement. <input checked="" type="checkbox"/> I do not intend to submit a statement. <input type="checkbox"/>
43. SUMMARY	(b) (6)						
46. Reporting Senior Signature		Date: 11 Feb 2015		(b) (6)		Date	
Member Trait Average: 4.00		Summary Group Average: 4.00		(b) (6)		Date	
47. Typed name, grade, command, UIC, and signature of Regular Reporting Senior on Comment							



**DOI:** 10.1002/for

NAVPER 16102 (11-11) FOR OFFICIAL USE ONLY - PRIVACY ACT SENSITIVE



# FITNESS REPORT & COUNSELING RECORD (W2-O6) (cont'd)

RCS BUPERS 1610-1

(b) (6)		2. Grade/Rate LT		3. Desig 4105		4. SSN (b) (6)	
PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
38. LEADERSHIP: Organizing, motivating and developing others to accomplish goals.	<ul style="list-style-type: none"> <li>-Neglects growth/development or welfare of subordinates.</li> <li>-Fails to organize, creates problems for subordinates.</li> <li>-Does not set or achieve goals relevant to command mission and vision.</li> <li>-Lacks ability to cope with or tolerate stress.</li> <li>-Inadequate communicator.</li> <li>-Tolerates hazards or unsafe practices.</li> </ul>		<ul style="list-style-type: none"> <li>-Effectively stimulates growth/development in subordinates.</li> <li>-Organizes successfully, implementing process improvements and efficiencies.</li> <li>-Sets/achieves useful realistic goals that support command mission.</li> <li>-Performs well in stressful situations.</li> <li>-Clear, timely communicator.</li> <li>-Ensures safety of personnel and equipment.</li> </ul>		<ul style="list-style-type: none"> <li>-Inspiring motivator and trainer, subordinates reach highest level of growth and development.</li> <li>-Superb organizer, great foresight, develops process improvements and efficiencies.</li> <li>-Leadership achievements dramatically further command mission and vision.</li> <li>-Perseveres through the toughest challenges and inspires others.</li> <li>-Exceptional communicator.</li> <li>-Makes subordinates safety-conscious, maintains top safety record.</li> <li>-Constantly improves the personal and professional lives of others.</li> </ul>		
NOB <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
39. TACTICAL PERFORMANCE: (Warfare qualified officers only) Basic and tactical employment of weapons systems.	<ul style="list-style-type: none"> <li>-Has difficulty attaining qualification expected for the rank and experience.</li> <li>-Has difficulty in ship(s), aircraft or weapons systems employment.</li> <li>-Below others in knowledge and employment.</li> <li>-Warfare skills in specialty are below standards compared to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>-Attains qualifications as required and expected.</li> <li>-Capably employs ship(s), aircraft, or weapons systems. Equal to others in warfare knowledge and employment.</li> <li>-Warfare skills in specialty equal to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>-Fully qualified at appropriate level for rank and experience.</li> <li>-Innovatively employs ship(s), aircraft, or weapons systems. Well above others in warfare knowledge and employment.</li> <li>-Warfare skills in specialty exceed others of same rank and experience.</li> </ul>		
NOB <input type="checkbox"/>	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)		
40. I recommend screening this individual for next career milestone(s) as follows: (maximum of two) Recommendations may be for competitive schools or duty assignments such as: SCP, Dept Head, XO, OIC, CO, Major Command, War College, PG School.				ACTIVE DUTY		SEA DUTY	

41. COMMENTS ON PERFORMANCE: \* All 1.0 marks, three 2.0 marks, and 2.0 marks in Block 34 must be specifically substantiated in comments. Comments must be verifiable. Point must be 10 or 12. Pitch (10 or 12 Point) only. Use upper and lower case.

\*\*\*MY #1 LT ACROSS ALL STAFF DESIGNATORS\*\*\*

\*A VITAL ELEMENT TO THE SUCCESS OF HIS UNIT AND MY COMMAND\*

EXCEPTIONAL LEADERSHIP. LT (b) (6) is the epitome of what the reserve force brings to the fight. He displays incomparable professionalism and unwavering esprit de corps in all that he does and his leadership ability is beyond reproach. He is sought out for his respected spiritual guidance among the entire NOSC team including Marines and Seabees.

SPIRITUAL EXPERTISE. I could not ask for a more proactive staff chaplain. He has been part of many meaningful events at my command including Prayer Breakfast and community events. Further, he has demonstrated his deep spiritual and professional commitment through flawless execution of Command Religious Program.

PRESS 100 NOW!!! LT (b) (6) HAS MY HIGHEST RECOMMENDATION FOR IMMEDIATE PROMOTION TO LCDR! ASSIGN TO THE MOST CHALLENGING POSITIONS; HE IS READY!

Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must	Early	44. Reporting Senior Address
42. INDIVIDUAL	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)
43. SUMMARY	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)
45. Signature of Reporting Senior			46. Signature of Individual evaluated. "I have seen this report, been apprised of my performance, and understand my right to submit a statement."				
(b) (6)			(b) (6)				
Date: 15 SEP 12			I do not intend to submit a statement. <input checked="" type="checkbox"/>				
Member Unit Average: 4.00			Summary Group Average: 4.00			Date: 15 SEP 12	
47. Typed name, grade, command, UIC, and signature of Regular Reporting Senior on Command							
Date:							



# FITNESS REPORT & COUNSELING RECORD (W2-O6)

RCS BUPERS 1610-1

(b) (6)		2. Grade/Rate LT		3. Desig 4105		(b) (6)	
4. ACI <input type="checkbox"/>		5. FIS <input type="checkbox"/>		6. UIC 89444		7. Ship/Station 4MAW MAG 41	
8. Promotion Status REGULAR		9. Date Reported 10OCT29		10. Periodic <input checked="" type="checkbox"/>		11. Detachment <input type="checkbox"/>	
12. Reporting Senior <input type="checkbox"/>		13. Special <input type="checkbox"/>		14. From: 11JAN01		15. To: 12JAN31	
16. Not Observed Report <input type="checkbox"/>		17. Regular <input checked="" type="checkbox"/>		18. Concurrent <input type="checkbox"/>		19. OpsCdr <input type="checkbox"/>	
20. Physical Readiness P		21. Billet Subcategory (If any) NA		22. Reporting Senior (Last, FI, MI) (b) (6)		23. Grade LTCOL	
24. Desig USMC		25. Title CO VMFA 112		26. UIC 01130		27. SSN (b) (6)	
<p>28. Command employment and command achievements.</p> <p>Marine Fighter Attack Squadron 112, 4th Marine Air Wing, provides F-18 air-to-air-ground operation in support of the Fleet Marine Force. It serves as a squadron to Marine Air Group 41, NAS Fort Worth JRB, Fort Worth, Texas.</p>							
<p>29. Primary/Collateral/Watchstanding duties. (Enter primary duty abbreviation in box.)</p> <p><b>STAFF CHAPLAIN</b> Leads in religious ministry, provides pastoral care, and advises Command on moral and religious accommodations to the Fleet Marine Force. Designs and implements the Command Religious Program of the CO and mentors 2 CCPD's and 1 RP. Cross-Assigned Squadron Chaplain - 12. PFA: 11-1.</p>							
For Mid-term Counseling Use. (When completing FITREP, enter 30 and 31 from counseling worksheet, sign 32.)				30. Date Counseled 11APR11		31. Counselor (b) (6)	
32. Signature of Individual Counseled							
<p>PERFORMANCE TRAITS: 1.0 - Below standards/not progressing or UNSAT in any one standard; 2.0 - Does not yet meet all 3.0 standards; 3.0 - Meets all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 5.0. Standards are not all inclusive.</p>							
PERFORMANCE TRAITS	1.0* Below Standards	2.0 Pro- gressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
<p>33. PROFESSIONAL EXPERTISE: Professional knowledge, proficiency, and qualifications.</p> <p>NOB <input type="checkbox"/></p>	<p>-Lacks basic professional knowledge to perform effectively.</p> <p>-Cannot apply basic skills.</p> <p>-Fails to develop professionally or achieve timely qualifications.</p>	<p>-Has thorough professional knowledge.</p> <p>-Competently performs both routine and new tasks.</p> <p>-Steadily improves skills, achieves timely qualifications.</p>	<p>-Recognized expert, sought after to solve difficult problems.</p> <p>-Exceptionally skilled, develops and executes innovative ideas.</p> <p>-Achieves early/highly advanced qualifications.</p>	(b) (6)	(b) (6)		
<p>34. COMMAND OR ORGANIZATIONAL CLIMATE/EQUAL OPPORTUNITY: Contributing to growth and development, human worth, community.</p> <p>NOB <input type="checkbox"/></p>	<p>-Actions counter to Navy's retention/enlistment goals.</p> <p>-Uninvolved with mentoring or professional development of subordinates.</p> <p>-Actions counter to good order and discipline and negatively affect Command/Organizational climate.</p> <p>-Demonstrates exclusionary behavior. Fails to value differences from cultural diversity.</p>	<p>-Positive leadership supports Navy's increased retention goals. Active in decreasing attrition.</p> <p>-Actions adequately encourage/support subordinates' personal/professional growth.</p> <p>-Demonstrates appreciation for contributions of Navy personnel. Positive influence on Command climate.</p> <p>-Values differences as strengths. Fosters atmosphere of acceptance/inclusion per EO/EEO policy.</p>	<p>-Measurably contributes to Navy's increased retention and reduced attrition objectives.</p> <p>-Protective leader/exemplary mentor. Involved in subordinates' personal development leading to professional growth/sustained commitment.</p> <p>-Initiates support programs for military, civilian, and families to achieve exceptional Command and Organizational climate.</p> <p>-The model of achievement. Develops unit cohesion by valuing differences as strengths.</p>	(b) (6)	(b) (6)		
<p>35. MILITARY BEARING/CHARACTER: Appearance, conduct, physical fitness, adherence to Navy Core Values.</p> <p>NOB <input type="checkbox"/></p>	<p>-Consistently unsatisfactory appearance.</p> <p>-Unsatisfactory demeanor or conduct.</p> <p>-Unable to meet one or more physical readiness standards.</p> <p>-Fails to live up to one or more Navy Core Values: HONOR, COURAGE, COMMITMENT.</p>	<p>-Excellent personal appearance.</p> <p>-Excellent demeanor or conduct.</p> <p>-Complies with physical readiness program.</p> <p>-Always lives up to Navy Core Values: HONOR, COURAGE, COMMITMENT.</p>	<p>-Exemplary personal appearance.</p> <p>-Exemplary representative of Navy.</p> <p>-A leader in physical readiness.</p> <p>-Exemplifies Navy Core Values: HONOR, COURAGE, COMMITMENT.</p>	(b) (6)	(b) (6)		
<p>36. TEAM/WORK: Contributions toward team building and team results.</p> <p>NOB <input type="checkbox"/></p>	<p>-Creates conflict, unwilling to work with others, puts self above team.</p> <p>-Fails to understand team goals or teamwork techniques.</p> <p>-Does not take direction well.</p>	<p>-Reinforces others' efforts, meets personal commitments to team.</p> <p>-Understands team goals, employs good teamwork techniques.</p> <p>-Adopts and offers team direction.</p>	<p>-Team builder, inspires cooperation and progress.</p> <p>-Talented mentor, focuses goals and techniques for team.</p> <p>-The best at accepting and offering team direction.</p>	(b) (6)	(b) (6)		
<p>37. MISSION ACCOMPLISHMENT AND INITIATIVE: Taking initiative, planning/prioritizing, achieving mission.</p> <p>NOB <input type="checkbox"/></p>	<p>-Lacks initiative.</p> <p>-Unable to plan or prioritize.</p> <p>-Does not maintain readiness.</p> <p>-Fails to get the job done.</p>	<p>-Takes initiative to meet goals.</p> <p>-Plans/prioritizes effectively.</p> <p>-Maintains high state of readiness.</p> <p>-Always gets the job done.</p>	<p>-Develops innovative ways to accomplish mission.</p> <p>-Plans/prioritizes with exceptional skill and foresight.</p> <p>-Maintains superior readiness, even with limited resources.</p> <p>-Gets jobs done earlier and far better than expected.</p>	(b) (6)	(b) (6)		



## ACS NIPERS 1010-1

(b) (6)		2. Grade/Rate LT		3. Designation 4105		(b) (6)	
PERFORMANCE TRAITS		1.0+ Below Standards	2.0 Meets Standards	3.0 Exceeds Standards	4.0 Outstanding	5.0 Exceptional	
28. LEADERSHIP: Organizing, motivating and developing units to accomplish tasks.		- Neglects personal development as leader of a subordinate. - Fails to organize, motivate personnel for achievement. - Does not set or achieve goals relevant to command mission and vision. - Lacks ability to cope with or tolerate stress. - Inadequate communication skills. - Absenteeism or tardiness problems.	- Effectively motivates, organizes and develops his subordinates. - Organizes, motivates, implements projects successfully and efficiently. - Sets realistic goals, motivates goals plan support personnel activities. - Functions well in stressful situations. - Clear, timely communication. - Strong policy of personnel and equipment.				X
29. TACTICAL PERFORMANCE: (When required) Planned and executed employment of weapons systems.		- Has difficulty attaining qualification standard for the rank and experience. - Has difficulty in weapon system employment. - Shows lack of knowledge and understanding. - Weaknesses in specialty are below minimum competency in others of same rank and experience.	- Attains qualifications as required and expected. - Capable employs assigned aircraft or weapons systems, equal to task in weapon knowledge and employment. - Weapon skills in specialty second to others of same rank and experience.				X
(b) (6)		(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)
40. I recommend promoting this individual for next career milestone at follows: (Maximum of two). Recommendations may be for competitive schools or duty assignments such as: LCPO, DEPT CPO, SEA, CMC, CWO, DOD, Dept Head, XO, OIC, CO, Major Command, War College, PG School.						ACTIVE DUTY	
						DEPUTY CHAPLAIN	
41. COMMENTS ON PERFORMANCE - All 1.0 marks, three 2.0 marks, and 2.5 marks = three 3.0 marks; specifically indicated in comments. Comments must be readable from 10 ft or 12 feet (11 ft or 12 feet) only. This report and cover card.							
<p><b>Exceptional staff chaplain!</b> Chaplain (b) (6) is a hard-charger, eager to serve the Marines and Sailors assigned to VMFA 112. He made an immediate impact upon the command by embedding himself into the lives and welfare of the Marines through his ministry of presence. He provided outstanding service to the squadron by his demonstration of spiritual leadership. He disseminated over 100 religious publications, provided over a dozen counseling sessions, and visited over 120 military personnel and their families. Chaplain (b) (6) was hand-selected to provide leadership to two Yellow Ribbon events: Shreveport, LA and Grapevine, TX. He also voluntarily gave himself in support of Memorial Day Services at Northwest Louisiana Veterans Cemetery (300 in attendance), 9-11 Multi-Service at Veterans' Home in Bossier City, LA, Veterans' Day Service in Shreveport, LA, and he facilitated the PTSD Combat Trauma Twelve Step Group in Shreveport, LA. Eager to learn, Chaplain (b) (6) attended Officer Development School in Newport, RI, 02JAN-05FEB; Basic Chaplain School at Fort Jackson, SC, 05FEB-30MAR; Chaplain and RP Expeditionary Skills Training (CREST) at Camp Lejeune, NC, 16SEP-30; and Professional Development Training Course (PDTC) in Little Creek, VA, 21MAY-26. Chaplain (b) (6) enthusiastically participated in Javelin Thrust, MCAS Yuma, AZ which involved visits to Site 5D in AZ and MCAS Miramar, CA, 16JULY-29.</p>							
Promotion Recommendation	NOD	Significant Problems	Progressing	Frustrated	Much Frustration	Early Promote	42. Reporting Senior Address
42. INDIVIDUAL	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	VMFA 112 CO 4TH Marine Air Wing, MAG 47 NAS Fort Worth JRB Fort Worth, TX 76127-6200
(b) (6)						43. Signature of Individual Reported "I have read this report, been apprised of performance, and understand my role to make a statement." I intend to submit a statement _____ do not intend to submit a statement. X	
Source Task Average 4.00		Summary Average 4.00				Date:	
47. Typed name, grade, command, UIC, and signature of Regular Reporting Senior on Completion Report							
Date:							



# FITNESS REPORT & COUNSELING RECORD (W2-06)

RCS BUPERS 1610-1

(b) (6)				2. Grade/Rate LT	3. Desig 4105	4. SSN (b) (6)
5. Act	6. UIC 43995	7. Ship/Station NAVCHAPSCOLCEN	8. Promotion Status REGULAR	9. Date Reported 11 FEB 07		
10. Periodic		11. of Individual	12. Reporting Senior	13. Special	14. From: 11 FEB 05 15. To: 1 MAR 30	
16. Not Observed Report	17. Regular	18. Cooperator	19. Ops Cdr	20. Physical Readiness P	21. (If any)	
22. Reporting Senior		23. Grade CAPT	24. Desig 4100	25. Title CO	26. UIC 43944	27. SSN
28. Command employment and command achievements. Trains and educates all Chaplain Candidate Program Officers, Chaplain Officers, and Religious Program Specialist throughout their years of Naval Service.						
29. Primary/Colateral/Watchstanding duties. (Enter primary duty abbreviation in box.) STUDENT Professional Naval Chaplain Basic Leadership Course (PNCBLC) Phase 1 (P-5G-4301) - 4 weeks, PNCBLC Phase 2 Religious Ministry Team Exercise (RMTEX) (V-5G-0002) - 1 Week and PNCBLC Phase 3 Tools, Empowerment Ministry Course (TEAMS) (V-5G-0001) - 2 weeks.						
30. Date Commanded NOT REQ				31. Commander	32. Signature of Individual Commanded	
PERFORMANCE TRAITS: 1.0 - Below standards/not progressing or UNSAT in any one standard; 2.0 - Does not yet meet all 3.0 standards; 3.0 - Meets all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 3.0. Standards are not all inclusive.						
PERFORMANCE TRAITS	1.0 Below Standards	2.0 Not Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards	
33. PROFESSIONAL EXPERTISE: Professional knowledge, proficiency, and qualifications. NOB (b) (6)	-Lacks basic professional knowledge to perform effectively. -Cannot apply basic skills. -Fails to develop professionally or achieve timely qualifications.		-Has thorough professional knowledge. -Competently performs basic, routine and specialized tasks. -Regularly improves skills, achieves timely qualifications.		-Recognized expert, sought after to solve difficult problems. -Exceptionally skilled, develops and executes innovative ideas. -Achieves consistently advanced qualifications.	
34. COMMAND OR ORGANIZATIONAL CLIMATE/EQUAL OPPORTUNITY: Contributing to growth and development, human worth, community. NOB (b) (6)	-Actions counter to Navy's retention/transition goals. -Uninvolved with mentoring or professional development of subordinates. -Actions counter to good order and discipline and negatively affect Command Organizational climate. -Demonstrates inconsistent behavior. Fails to value differences from subordinates.		-Positive leadership supports Navy's retention/transition goals. Active in decreasing attrition. -Actively encourages/supports subordinates' personal/professional growth. -Demonstrates appreciation for contributions of Navy personnel. Positive influence on Command climate. -Values differences as strengths. Promotes acceptance of acceptance/rejection per BOPED policy.		-Measurably contributes to Navy's retention/transition and reduced attrition objectives. -Proactive leader/mentoring mentor. Involved in subordinates' personal development leading to professional growth/sustained commitment. -Initiates support programs for military, civilian, and families to achieve exceptional Command and Organizational climate. -The model of achievement. Develops and cohesion by valuing differences as strengths.	
35. MILITARY BEARING/CHARACTER: Appearance, conduct, physical fitness, adherence to Navy Core Values. NOB (b) (6)	-Consistently unsatisfactory appearance. -Unsatisfactory demeanor or conduct. -Unable to meet one or more required standards. -Fails to live up to one or more Navy Core Values: HONOR, COURAGE, COMMITMENT.		-Excellent personal appearance. -Excellent demeanor or conduct. -Complies with physical readiness program. -Always lives up to Navy Core Values: HONOR, COURAGE, COMMITMENT.		-Exemplary personal appearance. -Exemplary representative of Navy. -A leader in physical readiness. -Exemplifies Navy Core Values: HONOR, COURAGE, COMMITMENT.	
36. TEAMWORK: Contributions towards team building and team results. NOB (b) (6)	-Team member, unwilling to work with others, puts self above team. -Fails to understand team goals or team's capabilities. -Does not follow direction well.		-Reinforces others' efforts, meets personal and team goals. -Understands team goals, employs good teamwork techniques. -Accepts and offers team direction.		-Team builder, inspires cooperation and progress. -Takes initiative, focuses goals and techniques for team. -The best at accepting and offering team direction.	
37. MISSION ACCOMPLISHMENT AND INITIATIVE: Taking initiative, planning/prioritizing, achieving mission. NOB (b) (6)	-Lacks initiative. -Unable to plan or prioritize. -Does not maintain readiness. -Fails to get the job done.		-Takes initiative to meet goals. -Plans/prioritizes effectively. -Maintains high state of readiness. -Always gets the job done.		-Develops innovative ways to accomplish mission. -Plans/prioritizes with exceptional skill and foresight. -Maintains superior readiness, even with limited resources. -Gets jobs done earlier and far better than expected.	



# FITNESS REPORT AND COUNSELING RECORD (W2-06) (cont 'd)

RCS BUPERS 1610-1

(b) (6)		2. Grade/Rate LT		3. Desig 4105		(b) (6)	
PERFORMANCE TRAITS	1.0 Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Exceeds Standards		
38. LEADERSHIP: Organizing, motivating and developing others to accomplish goals.	<ul style="list-style-type: none"> <li>Neglects growth/development or welfare of subordinates.</li> <li>Fails to organize, create problems for subordinates.</li> <li>Does not set or achieve goals relevant to command mission and vision.</li> <li>Lacks ability to cope with or tolerate stress.</li> <li>Inadequate communication.</li> <li>Tolerates sloppy or unsafe practices.</li> </ul>		<ul style="list-style-type: none"> <li>Effectively stimulates growth/development in subordinates.</li> <li>Organizes successfully, implementing process improvements and efficiencies.</li> <li>Establishes useful, multiple goals that support command mission.</li> <li>Performs well in stressful situations.</li> <li>Clear, timely communication.</li> <li>Ensures safety of personnel and equipment.</li> </ul>		<ul style="list-style-type: none"> <li>Inspiring motivation of the subordinates resulting in growth and development.</li> <li>Superb organizer, sets weight, develops subordinates, capable and efficient.</li> <li>Leadership achieved domestically.</li> <li>Further command mission and vision.</li> <li>Performs through the toughest challenges and stressful situations.</li> <li>Excellent communication.</li> <li>Maintains subordinates safety operations, maintains healthy record.</li> <li>Consistently improves the personnel and subordinates of others.</li> </ul>		
39. TACTICAL PERFORMANCE: (Warfare qualified officers only) Ready and tactical employment of weapons systems.	<ul style="list-style-type: none"> <li>Has difficulty attaining qualification expected for the rank and experience.</li> <li>Has difficulty in ship(s), aircraft or weapons systems employment.</li> <li>Below others in knowledge and employment.</li> <li>Warfare skills in specialty are below standards compared to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>Attains qualifications as required and expected.</li> <li>Capably employs ship(s), aircraft, or weapons systems. Equal to others in warfare knowledge and employment.</li> <li>Warfare skills in specialty equal to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>Fully qualified at appropriate level for rank and experience.</li> <li>Innovatively employs ship(s), aircraft, or weapons systems. Well above others in warfare knowledge and employment.</li> <li>Warfare skills in specialty exceed others of same rank and experience.</li> </ul>		
40. I recommend screening this individual for next career milestone(s) as follows: (maximum of two) Recommendations may be for competitive schools or duty assignments such as: LCPO, DEPT CPO, SEA, CMC, CWO, LDO, Dept Head, XO, OIC, CO, Major Command, War College, PG School							
41. COMMENTS ON PERFORMANCE: * All 1.0 marks, those 2.0 marks, and 2.0 marks in Block 34 must be specifically substantiated in comments. Comments must be verifiable. First must be 10 or 12. Pitch (10 or 12 Points) only. Use upper and lower case. Completed training required of all new Navy Chaplain as annotated in Block 29 of this report.  Student has successfully demonstrated potential for service as a Navy Chaplain and is hereby recommended for continuation in the Chaplain Corps.							
Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote	44. Reporting Senior Address COMMANDING OFFICER NAVAL CHAPLAINCY SCHOOL & CENTER 10098 BENNING ROAD FORT JACKSON, SC 29207-5307
42. INDIVIDUAL	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	45. Signature of Individual Evaluated: "I have read this report, been apprised of my performance, and understand my right to make a statement." do not intend to submit a statement. <input checked="" type="checkbox"/>
43. SUMMARY	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	
Member's Average: NOB		Summary Group Average: 0.00		Date: 28MAR11		Date: 28MAR11	
47. Typed name, grade, command, UIC, and signature of Regular Reporting Senior or Commanding Officer							



# STATEMENT OF ECCLESIASTICAL ENDORSEMENT

OMB Number 0704-0190  
OMB approval expires  
Oct 31, 2014

The public reporting burden for this collection of information is estimated to average 40 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Service Directorate, Information Management Division, 4800 Mark Center Drive, Suite 0209, Alexandria, VA 22304-3100 (0704-0180). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO CHIEF OF CHAPLAINS (ITEM 2).

## PRIVACY ACT STATEMENT

**AUTHORITY:** 10 U.S.C. Sections 136, 533(a)(1), 643, 827, 3353(a)(1), and 5800(a)(1); DoD Directive 1304.19; DoD 1304.28; and E.O. 9397, as amended (GSN).  
**PRINCIPAL PURPOSE(S):** The information collected on this form is used to verify the professional and ecclesiastical qualifications of Religious Ministry Professionals for initial appointment or chaplains change of career status appointments as chaplains in the Military Services. This form is an essential element of a chaplain's professional qualifications and will become part of a chaplain's military personnel record. Completed forms are covered by recruiting and official military personnel file SORNs maintained by each of the Services.

**ROUTINE USE(S):** The DoD "Blanket Routine Uses" found at [http://privacy.defense.gov/blanket\\_uses.shtml](http://privacy.defense.gov/blanket_uses.shtml) apply to this collection.

**DISCLOSURE:** Voluntary. However, failure to provide the requested information may significantly delay the processing of this endorsement.

## 1. FROM (To be completed by Endorsing Agent)

a. TYPED OR PRINTED NAME OF RELIGIOUS ORGANIZATION GRANTING RELIGIOUS MINISTRY PROFESSIONAL ENDORSEMENT  THE UNITED METHODIST ENDORSING AGENCY		b. DATE OF CURRENT INTERNAL REVENUE CODE (IRC) 601(c)(3) EXEMPT STATUS	c. EMPLOYER IDENTIFICATION NUMBER (IRC)	
		d. TELEPHONE (Include Area Code) (615) 340-7411	e. FAX NUMBER (Include Area Code) (615) 340-7358	
f. ADDRESS. (1) STREET (Include apartment or suite number) P.O. BOX 340007		(2) CITY NASHVILLE	(3) STATE TN	(4) ZIP CODE 37203-0007
g. E-MAIL ADDRESS umea@gbhem.org		h. WEB SITE www.gbhem.org/chaplains		

2. TO		b. ADDRESS. (1) STREET (Include apartment or suite number) CODE N091T, 2 NAVY ANNEX		
a. CHIEF OF CHAPLAINS (X appropriate block)	(1) ARMY <input checked="" type="checkbox"/> (2) NAVY (3) AIR FORCE	(2) CITY WASHINGTON	(3) STATE DC	(4) ZIP CODE 20370-0400

## 3. PROSPECT INFORMATION. a. IS THIS AN INITIAL ENDORSEMENT? (X one)

b. TYPED OR PRINTED NAME (Last, First, Middle (initials)) (b) (6)		c. SOCIAL SECURITY NUMBER (b) (6)	d. TELEPHONE (Include Area Code) (b) (6)	
e. ADDRESS. (1) STREET (Include apartment or suite number) (b) (6)		(2) CITY (b) (6)	(3) STATE (b) (6)	(4) ZIP CODE (b) (6)
f. E-MAIL ADDRESS (b) (6)				

g. NUMBER OF YEARS OF PROFESSIONAL MINISTRY EXPERIENCE PROSPECT HAS COMPLETED 5		h. NUMBER OF MONTHS OF PRIOR ACTIVE MILITARY SERVICE PROSPECT HAS COMPLETED		
		(1) OFFICER 196	(2) ENLISTED 3	

i. APPLICATION IS FOR (X one)		(1) RESERVE (Non-Active Duty)	(4) EXTENDED ACTIVE DUTY (Indefinite)
		(2) NATIONAL GUARD	(5) REGULAR COMMISSIONED OFFICER
		(3) INITIAL ACTIVE DUTY (3 years)	(6) RESERVE (AGR)

## 4. ECCLESIASTICAL ENDORSING AGENT (To be completed by Endorsing Agent)

a. AS THE ECCLESIASTICAL ENDORSING AGENT AUTHORIZED BY THE (Name of religious organization) (Item 1) I HEREBY VERIFY THE ABOVE PROSPECTIVE CANDIDATE TO BE PROFESSIONALLY QUALIFIED AS A RELIGIOUS MINISTRY PROFESSIONAL FOR THE MILITARY CHAPLAINCY.			
b. TYPED OR PRINTED NAME (Last, First, Middle (initials)) (b) (6)		c. E-MAIL ADDRESS (b) (6)	
d. ADDRESS. (1) STREET (Include apartment or suite number) (b) (6)		(2) CITY (b) (6)	(3) STATE (b) (6)
e. TELEPHONE (Include Area Code) (b) (6)	f. FAX NUMBER (Include Area Code) (b) (6)	g. SIGNATURE (b) (6)	h. DATE SIGNED (YYYYMMDD) 20140123

## 5. COMMENTS

THIS IS AN UPDATED ENDORSEMENT FOR NAVY INITIAL ACTIVE DUTY. CHAPLAIN (b) (6) IS TRANSFERRING FROM THE NAVY RESERVE. HIS INITIAL ENDORSMENT FOR NAVY RESERVE WAS MARCH 17, 2010.

## CARE APPLICANTS

24

Date Received April 28, 2014

Last Name (b) (6)

First Name

Program Requested Recall-Either

Endorser World Council of Indep. Christian Churches

City Martinsville State IL

Gender M Age (b) (6)

Race (b) (6)

Undergrad Institution McMurry University GPA 2.7

Field of Study Business Management

Graduate Institution Southern Methodist University Seminary GPA 3.7

Prior Service Yes Branch of Service USNR

Comments



# APPLICATION FOR RECALL TO EXTENDED ACTIVE DUTY

SUPPORTING DIRECTIVE MILPERSMAN ARTICLE 1320-150

## PRIVACY ACT STATEMENT

Authority to request this information is derived from 5 United States Code, 301, Departmental Regulations. Purpose of this form is to provide a means for an individual to request voluntary recall to extended active duty, and the information is used to evaluate the individual's request. The form is subsequently filed in an individual's official personnel record for any other routine personnel management action required. If voluntary recall to extended active duty is desired, then completion of all information on this form is mandatory. Failure to provide requested information may result in an inability to process the application.

TO: BUREAU OF NAVAL PERSONNEL (BUPERS-3), 5720 INTEGRITY DRIVE, MILLINGTON, TN 38055-0003

NAME (LAST, FIRST, MI): <b>(b) (6)</b>	GRADE: O-4	SSN (LAST 4): <b>(b) (6)</b>	DESIGNATOR: 4105	DATE OF RANK: 1 July 2013
RESERVE UNIT ATTACHED OR COMMAND HOLDING YOUR RECORDS: 4AAV BN Nxc Tampa	MARITAL STATUS: <b>(b) (6)</b>	# DEPENDENTS: <b>(b) (6)</b>	AGES OF CHILDREN: <b>(b) (6)</b>	

## TOTAL NAVAL SERVICE

OFFICER	ACTIVE (YEARS-MONTHS) 0-7	INACTIVE (YEARS-MONTHS) 16-3	DATE LAST RELEASED FROM EXTENDED ACTIVE DUTY: 17 Sept 2012
ENLISTED			REASON FOR RELEASE: Deployment ended

## AVIATORS ONLY - TOTAL FLIGHT TIME AND CARRIER LANDINGS BY TYPE WITH YEAR(S) IN WHICH

TYPE AIRCRAFT:	TOTAL HOURS:	YEAR PERFORMED:	TYPE AIRCRAFT:	TOTAL HOURS:	YEAR PERFORMED:
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IN ACCORDANCE WITH THE PROVISIONS OF MILPERSMAN ARTICLE 1320-150, IT IS REQUESTED THAT I BE RECALLED TO ACTIVE DUTY

REASON FOR REQUESTING RECALL TO ACTIVE DUTY: I would like to go on active duty and serve the women and men of the sea services.

BRIEF RESUME OF CIVILIAN EMPLOYMENT AND/OR EDUCATION SINCE RELEASED TO INACTIVE DUTY:

MOIV (Magna Can Land) 4 units CPS; 10 years pastoral experience

LENGTH OF ACTIVE DUTY AGREEMENT DESIRED: (Check all that apply)

☐ 1-3 Years (Definite/Temporary)

☐ 3+ Years (Indefinite/Permanent)

☒ Either

DESIRED REPORTING DATE:

1 Nov 2013

NUMBER OF DAYS ADVANCE NOTIFICATION NEEDED:

14

## PREFERENCES FOR DUTY ASSIGNMENT

LOCALITY/COMMAND	TYPE OF DUTY/BILLET
CONUS	Operational Base (Navy)
CONUS	Operational Green (USMC)
CONUS	Coast Guard

HOME ADDRESS (INCLUDE ZIP CODE), TELEPHONE NUMBER AND E-MAIL:

**(b) (6)**

ADDRESS TO WHICH ORDERS SHOULD BE MAILED (IF OTHER THAN HOME ADDRESS) (INCLUDE ZIP CODE):

ADDITIONAL COMMENTS:

DATE SUBMITTED:

10 Sept 2013

NAVPERS 1331/5 (REV. 11-06)

FOR OFFICIAL USE ONLY - PRIVACY

S/N: 0106-LF-129-9200

**(b) (6)**



06 NOV 2013

From: LCDR (b) (6) USN, (b) (6)  
To: Bureau of Naval Personnel THREE (BUPERS-92),  
Millington, TN 38055-0003  
Via: 1) Commanding Officer, [Naval Reserve Unit XXX]  
-or- 2) Commanding Officer, [Naval Reserve Activity]  
-or- 3) Commanding Officer, [Active Duty Command]

Subj: APPLICATION FOR RECALL TO EXTENDED ACTIVE DUTY

Ref: a) MILPERSMAN 1320-150

- Encl: 1) NAVPERS 1331/5 - Application for Recall to Extended Active Duty  
2) Applicant's Statement of Service (NEOPS Anniversary Summary)  
3) Applicant's Cumulative Active Duty Service Statement (Enclosure 1 of SECNAVINST 1800.2)  
4) Last Four FITREPS  
5) Pertinent Quals/Training (as desired)  
6) Last PRT Results (PRIMS Print Out)  
7) Military/Civilian Resume' (as desired, 1-3 pages max)  
8) Letters of Recommendation (as desired)  
9) Sanctuary Waiver request (only if requesting a Definite/Temporary recall and will go over 16 years of active service with these orders, see SECNAVINST 1800.2 for more details)  
10) Ecclesiastical Endorsement (Chaplain Corps applicants only)

1. Per reference (a), I hereby apply for extended recall to active duty into an active duty (MPN) billet. Enclosures (1) through (8/9/10) are provided in support of this application and the following notes apply:

a. Will you exceed 16 years of active duty service (not just commissioned service) at the end of these orders? Yes / No

(Note: if answered yes to this question, then refer to SECNAVINST 1800.2 and submit a sanctuary waiver as enclosure 9 with this application)

b. Have you had any back-to-back orders within the last five years that have less than a thirty-one day break between them? If so, please clarify. \_\_\_\_\_

c. Are you up for promotion on next year's board?  
Yes / No / Don't know

d. Is a household goods (HHG) move desired with this recall?  
Yes / No

e. If a HHG is not desired or required, please list the location

(name and address) were you will have your orders endorsed prior to the actual start date; for example, the local NOSC or PSD. **NOSC (b) (6)**

f. Are you a member of the Individual Ready Reserve (IRR)?

Yes / No

g. Will you reach the age of 62 before completion of these orders? Yes / No

h. Do you have a request or application pending for any transfer or redesignation boards? If so, please clarify. No

2. [Statements about your qualifications for the position]. I have over ten years experience as a local church pastor, 2 years experience as a Chaplain in a health care setting, 4 units of Clinical Pastoral Education. I graduated with honors (MDiv, Magna Cum Laude) from Perkins School of Theology at Southern Methodist University in Dallas, Texas. I was deployed as the Chaplain for Special Purpose Marine Air Ground Task Force Black Sea Rotational Force, 2012. I have a proven track record of providing excellent pastoral care to sailors, Marines and their families.

3. [Additional statements, if needed].

4. I certify I have a current Navy Physical Examination in my medical record and that I have no medical condition or legal status that would otherwise preclude my recall to active duty.

5. I understand that if I am requesting or get selected for a DEFINITE/TEMPORARY (1-3 year) active duty recall that my orders will not normally be extended at the conclusion of these orders. If selected for this Definite/Temporary recall, I agree to initiate my separation physical examination 60 to 90 days prior to my separation date. I understand that while on this TEMPORARY recall that I will remain on the Reserve Active Status List (RASL), will retain my reserve designator, and will continue to compete for promotion on the RASL.

6. I understand that if I am requesting or get selected for an INDEFINITE/PERMANENT (3+ year) active duty recall that this selection will result in a shift from the Reserve Active Status List (RASL) to the Active Duty List (ADL) and a change in designator from my reserve designator to my new active duty designator. I also understand that with this change that I will then compete for promotion on the ADL and will no longer compete for promotion on the RASL.

**(b) (6)**

(b) (6)

(b) (6)

(b) (6)

POBx174  
Mthabx107688

**Objective**

I am honored to serve as a United States Navy Chaplain providing pastoral care to Sailors, Marines and their families as a reservist. I am also blessed to serve veterans as Chaplain at the VA Medical Center in Alexandria. I have over ten years experience as a parish pastor and as a professional in the private sector. My dream would be to go on active duty as a Navy Chaplain serving the men and woman of the Sea Services.

**Education**

[ 1984-1989 ] [ McMurry College ] [ Abilene, Texas ]

**[ Bachelor of Business Administration ]**

[ 2003-2007 ] [ Perkins School of Theology, SMU ] [ Dallas, Texas ]

**[ Master of Divinity ] Magna Cum Laude**

**Professional Experience**

**[ 2012-present ] [ VA Medical Center ] [ Alexandria, LA ]**  
**[ Chaplain, Clinical Pastoral Education Program ]**

**[ 2010-2012 ] [ USAA ] [ San Antonio, TX ]**  
**[ Associate Claims Adjuster ]**

[ 1990-2000 ] [ West Texas Utilities Company ] [ Abilene, TX ]  
**[ Area Business Manager, Division Marketing Manager ]**

**Ministry Experience**

[ 2000-2009 ] [ United Methodist Pastor ]  
**[ Associate Pastor, FUMC, Boerne, Tx ] 6/2006-12/2009**  
**[ Student Pastor, FUMC, Caddo Mills, Tx ] 6/2003-6/2006**  
**[ Pastor, FUMC, Bronte, Tx ] 6/2000-6/2003**  
**[ Pastor, First Christian Church (Disciples of Christ), McCamey, Texas ] 1/1998-6/2000**

**Military Experience**

[ 18 March 2008 to present ] [ Chaplain, 4<sup>th</sup> Assault amphibian Battalion, Galveston, Texas ]  
**[ Lieutenant Commander, United States Navy Reserve Chaplain Corps ]**

[ 1987-1998 ] [ Texas Army National Guard ]  
**[ Captain, Engineer Corps ]**

**Honors/Awards**

Received the LT Thomas Eadie, USN, Retired Congressional Medal of Honor

(b) (6)



Award for achieving the highest achievement in academic scores and military training at U.S. Navy Officer Development School, class 08090, 29 Aug 2008  
Ecclesiastically endorsed and ordained by the World Council of Independent Christian Churches.





(b) (6)

2013APR25

Dear United States Navy Chaplain Care Board:

I fully recommend Chaplain (b) (6) for active duty.

Chaplain (b) (6) was in my MEFRELPAC DET A unit in Houston while I was the unit CO from 2010-11. The main mission of our unit was to support our active duty components when they needed us.

He supported the III MEF in Japan during his tenure and he did an outstanding job of supporting them with 17 days of onsite support in each physical year.

Chaplain (b) (6) is very personable, easy to talk to and great to work with. He completed all of the requests for support from III MEF and from me to maintain an outstanding deployment readiness level.

He is a sought after expert in leading worship, counseling and training. During his AT 2011, he demonstrated his professional expertise by preaching the sermon at the Protestant Service at the Camp Hansen West Chapel, serving as duty Chaplain for both III MHG and 7th Communications BN and conducting the Suicide Awareness and COSC portion of the 90 day Warrior Transition Class.

He is a great Chaplain and his pastoral, leadership skills, preaching abilities are outstanding. He led the all services (Army, Navy, Marine Corps) Chapel in Houston on two occasion and he did a well done and inspirational service.

Chaplain (b) (6) is a sage mentor and counselor to Marines and Sailors. His Marines and Sailors call on him without hesitation when in need of a Chaplain or confidant.

His leadership abilities and experience are a big step above Chaplains of his rank. He expertly mentored and guided all four of our unit PRs and took two of them for exceptional hands on training during his ATs in Japan.

I fully recommend him for active duty and promotion.

(b) (6)



# UNITED STATES MARINE CORPS

U.S. MARINE CORPS FORCES, EUROPE  
UNIT 30401, APO AE 09107-0401

IN REPLY REFER TO

1000  
G3  
6 Jun 13

From: LtCol (b) (6) (b) (6)  
To: To Whom It May Concern

Subj: LETTER OF RECOMMENDATION IN THE CASE OF LT (b) (6)

1. I have had the honor of serving with Chaplain (Lt) (b) (6) (b) (6) for several years. He was the chaplain at 4<sup>th</sup> Reconnaissance Battalion while I was the Commanding Officer and we deployed in the same roles as part of Special Purpose Marine Air Ground Task Force, Black Sea Rotational Force 2012. During normal Reserve activities, activation and mobilization, deployment and return to Reserve status, not a single Marine or Sailor of our unit committed suicide or committed a sexual assault of any kind. I attribute this to the strong, committed leadership team, at all levels, of which Chaplain (b) (6) was a key member.

2. It has been my experience with Navy personnel assigned to Marine Corps units, especially chaplains and doctors, that you either love them or hate them. There is no middle ground. I love Chaplain (b) (6). He is the type of Chaplain that does not wait in his office for people to come to him. He goes to where the Marines are and lives with them, rain or shine, hot or cold. He knew his Marines and they knew who their chaplain was by name and sight. He has a likeable, approachable and non-judgmental personality. I routinely sought his insight on the morale and thoughts of the members of the unit. He had the pulse of the command.

3. Lt (b) (6) is exactly the type of chaplain that we need in the military. I enthusiastically recommendation him for service on Active Duty. He will be a trusted asset to any Commanding Officer and will quickly gain the respect and confidence of the Marines and Sailors with whom he serves. Please feel free to contact me personally if I can be of any further assistance, (b) (6)

(b) (6)

# PRIMS

Physical Readiness Information Management System

## PFA Listing Report - All Cycles

Generated: 09/10/2013

UIC: TRANS - Transferring Members

(b) (6) O-4 (b) (6)

Cycle	PFA UIC	BCA Test Date	BCA Participation Status	BF %	BCA Results	PRT Test Date	PRT Participation Status	PRT Events Failed	PRT Results
2012 2	88465	11/17/2012	Participant	NA	(b) (6)	11/18/2012	(b) (6)		
2012 1	67448	06/20/2012	Participant	NA		06/21/2012			
2011 2	88470	09/19/2011	Participant	NA		09/20/2011			
2011 1	84257	03/20/2011	Participant	NA		04/17/2011			
2010 2	84257								
2010 1	84257	06/05/2010	Participant	NA		06/06/2010			
2009 1	84257	05/16/2009	Participant	NA		04/05/2009			

FOR OFFICIAL USE ONLY - PRIVACY SENSITIVE



# NAVY PERSONNEL COMMAND - ANNUAL RETIREMENT POINT RECORD

5720 INTEGRITY DRIVE, MILLINGTON, TENNESSEE 38055-0912

TO THE RESERVIST A SUMMARY OF YOUR PARTICIPATION HISTORY AS HELD BY NAVPERCOM IS SHOWN BELOW. IT IS SUBJECT TO AUDIT AND ADJUSTMENT OF INACCURACIES AND IS THEREFORE NOT A GUARANTEE OF POINTS OR SERVICE FOR PROMOTION OR RETIRED PAY PURPOSES. REVIEW IT CAREFULLY. IF ANY ERRORS ARE FOUND CONTACT YOUR PERSUPP DET / RECORD HOLDER AND PROVIDE DOCUMENTATION OF CORRECT SERVICE. RETURN TO NAVPERCOM (PERS-912) WITHIN 90 DAYS OF RECEIPT. FAILURE TO PROMPTLY IDENTIFY ERRORS COULD AFFECT FUTURE ACCREDITATION OF POINTS AND SERVICE.

(b) (6)

MAX INAC: 090  
 ANNIV YR: 18MAR12 - 17MAR13  
 SSN : (b) (6)  
 NRA :  
 RUIC :

INACTIVE POINTS			ACTIVE POINTS	
3=DRILL	4=CORRESPONDENCE COURSE	5=FUNERAL HONORS	1=ACTIVE DUTY	2=AT/ADT
3 - OCT 13 13 14 14			1 - 18 MAR 12 17 SEP 12	0184
3 - NOV 09 09 10 10 17 17 18 18				
3 - JAN 12 12 13 13				
3 - FEB 09 09 10 10				
3 - MAR 08 09 09 10 10				

## ANNUAL STATEMENT OF SERVICE HISTORY

PERIOD		W H Y	INACTIVE POINTS				ACTIVE POINTS		QUALIFYING PTS / SERVICE	
FROM DATE (MM/DD/YY)	TO DATE (MM/DD/YY)		DRILLS/ FUNERAL HONORS DUTY	CORRES. COURSES	MEMBER SHIP	INACTIVE SUBTOTAL	ACTIVE DUTY	AT/ADT	TOTAL POINTS	SERVICE (YY/MM/DD)
04/30/87	04/29/88	0	040	000	15	055	0100	000	00155	010000
04/30/88	04/29/89	0	029	000	15	044	0000	000	00044	000000
04/30/89	04/29/90	0	034	000	15	049	0122	000	00171	010000
04/30/90	04/29/91	0	053	000	15	060	0015	000	00075	010000
04/30/91	04/29/92	0	052	000	15	060	0015	000	00075	010000
04/30/92	04/29/93	0	045	000	15	060	0015	000	00075	010000
04/30/93	04/29/94	0	036	000	15	051	0016	000	00067	010000
04/30/94	04/29/95	0	044	000	15	059	0015	000	00074	010000
04/30/95	04/29/96	0	046	000	15	060	0030	000	00090	010000
04/30/96	04/29/97	0	048	000	15	063	0000	000	00063	010000
04/30/97	04/29/98	0	036	000	15	051	0018	000	00069	010000
04/30/98	04/29/99	0	000	000	15	015	0000	000	00015	000000
04/30/99	04/29/00	0	000	000	15	015	0000	000	00015	000000
04/30/00	04/29/01	0	000	000	15	015	0000	000	00015	000000
04/30/01	04/29/02	0	000	000	15	015	0000	000	00015	000000
04/30/02	05/17/02	0	000	000	00	000	0000	000	00000	000000
05/18/02	03/18/03	7	038	000	13	051	0000	000	00051	001019
03/18/08	03/17/09	0	040	000	15	055	0000	035	00090	010000
03/18/09	03/17/10	0	048	001	15	064	0000	041	00105	010000
03/18/10	03/17/11	0	046	003	15	064	0000	032	00096	010000
03/18/11	03/17/12	0	100	014	15	129	0051	087	00267	010000
Continued On Next Page										

**WHY LEGEND**

0=RESERVE COMPONENT SERVICE  
 1=REGULAR COMPONENT SERVICE  
 3=SERVICE NOT CREDITABLE  
 4=ISL(INACTIVE STATUS LIST)  
 5=DECEASED

6=ENLISTED; DISCHARGED  
 7=OFFICER; RESIGNED/DISCHARGED  
 9=RETIRED

**TOTAL CAREER POINTS** 01851

**TOTAL QUALIFYING SERVICE: (YY MM DD)** 151019



# NAVY PERSONNEL COMMAND - ANNUAL RETIREMENT POINT RECORD

5720 INTEGRITY DRIVE, MILLINGTON, TENNESSEE 38055-0912

TO THE RESERVIST A SUMMARY OF YOUR PARTICIPATION HISTORY AS HELD BY NAVPERCOM IS SHOWN BELOW. IT IS SUBJECT TO AUDIT AND ADJUSTMENT OF INACCURACIES AND IS THEREFORE NOT A GUARANTEE OF POINTS OR SERVICE FOR PROMOTION OR RETIRED PAY PURPOSES. REVIEW IT CAREFULLY. IF ANY ERRORS ARE FOUND CONTACT YOUR PERSUPP DET / RECORD HOLDER AND PROVIDE DOCUMENTATION OF CORRECT SERVICE. RETURN TO NAVPERCOM (PERS-912) WITHIN 90 DAYS OF RECEIPT. FAILURE TO PROMPTLY IDENTIFY ERRORS COULD AFFECT FUTURE ACCREDITATION OF POINTS AND SERVICE.

(b) (6)

MAX INAC: 090  
ANNIV YR: 18MAR12 - 17MAR13  
SSN : (b) (6)  
NRA : (b) (6)  
RUIC :

INACTIVE POINTS			ACTIVE POINTS	
3=DRILL	4=CORRESPONDENCE COURSE	5=FUNERAL HONORS	1=ACTIVE DUTY	2=AT/ADT

## ANNUAL STATEMENT OF SERVICE HISTORY

PERIOD		W H Y	INACTIVE POINTS				ACTIVE POINTS		QUALIFYING PTS / SERVICE	
FROM DATE (MM/DD/YY)	TO DATE (MM/DD/YY)		DRILLS/ FUNERAL HONORS DUTY	CORRES. COURSES	MEMBER SHIP	INACTIVE SUBTOTAL	ACTIVE DUTY	AT/ADT	TOTAL POINTS	SERVICE (YY/MM/DD)
03/18/12	03/17/13	0	025	000	15	040	0184	000	00224	010000
03/18/13	-----	-	015	000	--	---	0000	000	-----	-----

WHY LEGEND 0=RESERVE COMPONENT SERVICE 6=ENLISTED; DISCHARGED  
1=REGULAR COMPONENT SERVICE 7=OFFICER: RESIGNED/DISCHARGED  
3=SERVICE NOT CREDITABLE 9=RETIRED  
4=ISL(INACTIVE STATUS LIST)  
5=DECEASED

TOTAL CAREER POINTS

TOTAL QUALIFYING SERVICE: (YY MM DD)

NAVPER 1070/885 (08-07)

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# FITNESS REPORT & COUNSELING RECORD (W2-O6)

RCS BUPERS 1610-1

1. Name (Last, First MI Suffix) <b>(b) (6)</b>				2. Grade/Rate LT	3. Desig 4105	4. SSN <b>(b) (6)</b>
5. ACT <input type="checkbox"/>	FTS <input type="checkbox"/>	INACT <input checked="" type="checkbox"/>	AT/ADSW/ 265 <input type="checkbox"/>	6. UIC 88470	7. Ship/Station NR 4MD 4RECO (-)	8. Promotion Status REGULAR
9. Date Reported 11AUG01						
Occasion for Report 10. Periodic <input type="checkbox"/>		Detachment <input type="checkbox"/>		Detachment of <input type="checkbox"/>		Period of Report 14. From: 11AUG01
11. of Individual <input checked="" type="checkbox"/>		12. Reporting Senior <input type="checkbox"/>		13. Special <input type="checkbox"/>		15. To: 12JAN86
16. Not Observed Report <input type="checkbox"/>		Type of Report 17. Regular <input checked="" type="checkbox"/>		18. Concurrent <input type="checkbox"/>		19. Ops Cdr <input type="checkbox"/>
20. Physical Readiness P		21. Billet Subcategory (if any) NA				
22. Reporting Senior (Last, FI MI) <b>(b) (6)</b>		23. Grade LTC	24. Desig 0302	25. Title BN CO	26. UIC 88470	27. SSN <b>(b) (6)</b>

28. Command employment and command achievements.

Conduct reconnaissance and surveillance, certain offensive operations, and battle space shaping in order to collect information of military significance, destroy, deceive, or disrupt enemy forces or actions.

29. Primary/Collateral/Watchstanding duties. (Enter primary duty abbreviation in box.)

**CHAPLAIN** Leads, supervises and manages operational religious accommodation, provides religious ministry, fulfills care for all and is a trusted advisor to the Battalion Commander on moral, religious, morale and unit readiness issues.

For Mid-term Counseling Use: (When completing FITREP, enter 30 and 31 from counseling worksheet, sign 32.)

30. Date Counseled 11AUG01	31. Co <b>(b) (6)</b>	32. Signature of Individual Counseled
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PERFORMANCE TRAITS: 1.0 - Below standards/not progressing or UNSAT in any one standard; 2.0 - Does not yet meet all 3.0 standards; 3.0 - Meets all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 5.0. Standards are not all inclusive.

PERFORMANCE TRAITS	1.0* Below Standards	2.0 Pre- Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards
33. PROFESSIONAL EXPERTISE: Professional knowledge, proficiency, and qualifications.  NO <input type="checkbox"/>	- Lacks basic professional knowledge to perform effectively. - Cannot apply basic skills. - Fails to develop professionally or achieve timely qualifications.	-	- Has thorough professional knowledge. - Competently performs both routine and new tasks. - Steadily improves skills, achieves timely qualifications.	-	- Recognized expert, sought after to solve difficult problems. - Exceptionally skilled, develops and executes innovative ideas. - Achieves early/highly advanced qualifications.
34. COMMAND OR ORGANIZATIONAL CLIMATE/EQUAL OPPORTUNITY: Contributing to growth and development, human worth, community. NOB <input type="checkbox"/>	- Actions counter to Navy's retention/reenlistment goals. - Uninvolved with mentoring or professional development of subordinates. - Actions counter to good order and discipline and negatively affect Command/Organizational climate. - Demonstrates exclusionary behavior. Fails to value differences from cultural diversity.	-	- Positive leadership supports Navy's increased retention goals. Active in decreasing attrition. Actions adequately encourage/support subordinates' personal/professional growth. - Demonstrates appreciation for contributions of Navy personnel. Positive influence on Command climate. - Values differences as strengths. Fosters atmosphere of acceptance/inclusion per 7BOEBO policy.	-	- Measurably contributes to Navy's increased retention and reduced attrition objectives. - Proactive leader/exemplary mentor. Involved in subordinates' personal development leading to professional growth/sustained commitment. - Initiates support programs for military, civilian, and families to achieve exceptional Command and Organizational climate. - The model of achievement. Develops unit cohesion by valuing differences as strengths.
35. MILITARY BEARING/CHARACTER: Appearance, conduct, physical fitness, adherence to Navy Core Values. NOB <input type="checkbox"/>	- Consistently unsatisfactory appearance. - Unsatisfactory demeanor or conduct. - Unable to meet one or more physical readiness standards. - Fails to live up to one or more Navy Core Values: HONOR, COURAGE, COMMITMENT.	-	- Excellent personal appearance. - Excellent demeanor or conduct. - Complies with physical readiness program. - Always lives up to Navy Core Values: HONOR, COURAGE, COMMITMENT.	-	- Exemplary personal appearance. - Exemplary representative of Navy. - A leader in physical readiness. - Exemplifies Navy Core Values: HONOR, COURAGE, COMMITMENT.
36. TEAMWORK: Contributions towards team building and team results. NOB <input type="checkbox"/>	- Creates conflict, unwilling to work with others, puts self above team. - Fails to understand team goals or teamwork techniques. - Does not take direction well.	-	- Reinforces others' efforts, meets personal commitments to team. - Understands team goals, employs good teamwork techniques. - Accepts and offers team direction.	-	- Team builder, inspires cooperation and progress. - Talented mentor, focuses goals and techniques for team. - The best at accepting and offering team direction.
37. MISSION ACCOMPLISHMENT AND INITIATIVE: Taking initiative, planning/prioritizing, achieving mission. NOB <input type="checkbox"/>	- Lacks initiative. - Unable to plan or prioritize. - Does not maintain readiness. - Fails to get the job done.	-	- Takes initiative to meet goals. - Plans/prioritizes effectively. - Maintains high state of readiness. - Always gets the job done.	-	- Develops innovative ways to accomplish mission. - Plans/prioritizes with exceptional skill and foresight. - Maintains superior readiness, even with limited resources. - Gets jobs done earlier and far better than expected.



# FITNESS REPORT AND COUSING RECORD (W2-O6) (cont 'c

RCS BUPERS 1610-1

Name (Last, First MI Suffix) (b) (6) 2. Grade/Rate LT 3. Desig 4105 4. SSN (b) (6)

PERFORMANCE TRAITS	1.0* Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards
38. LEADERSHIP: Organizing, motivating and developing others to accomplish goals.	<ul style="list-style-type: none"> <li>- Neglects growth/development or welfare of subordinates.</li> <li>- Fails to organize, creates problems for subordinates.</li> <li>- Does not set or achieve goals relevant to command mission and vision.</li> <li>- Lacks ability to cope with or tolerate stress.</li> <li>- Inadequate communicator.</li> <li>- Tolerates hazards or unsafe practices.</li> </ul>		<ul style="list-style-type: none"> <li>- Effectively stimulates growth/development in subordinates.</li> <li>- Organizes successfully, implementing process improvements and efficiencies.</li> <li>- Sets/achieves useful, realistic goals that support command mission.</li> <li>- Performs well in stressful situations.</li> <li>- Clear, timely communicator.</li> <li>- Ensures safety of personnel and equipment.</li> </ul>		<ul style="list-style-type: none"> <li>- Inspiring motivator and trainer, subordinates reach highest level of growth and development.</li> <li>- Superb organizer, great foresight, develops process improvements and efficiencies.</li> <li>- Leadership achievements dramatically further command mission and vision.</li> <li>- Perseveres through the toughest challenges and inspires others.</li> <li>- Exceptional communicator.</li> <li>- Makes subordinates safety-conscious, maintains top safety record.</li> <li>- Consistently improves the personal and professional lives of others.</li> </ul>
NOB <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
39. TACTICAL PERFORMANCE: (Warfare qualified officers only) Basic and tactical employment of weapons systems.	<ul style="list-style-type: none"> <li>- Has difficulty attaining qualification expected for the rank and experience.</li> <li>- Has difficulty in ship(s), aircraft or weapons systems employment. Below others in knowledge and employment.</li> <li>- Warfare skills in specialty are below standards compared to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>- Attains qualifications as required and expected.</li> <li>- Capably employs ship(s), aircraft, or weapons systems. Equal to others in warfare knowledge and employment.</li> <li>- Warfare skills in specialty equal to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>- Fully qualified at appropriate level for rank and experience.</li> <li>- Innovatively employs ship(s), aircraft, or weapons systems. Well above others in warfare knowledge and employment.</li> <li>- Warfare skills in specialty exceed others of same rank and experience.</li> </ul>
NO (b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)

40. I recommend screening this individual for next career milestone(s) as follows: (maximum of two) Recommendations may be for competitive schools or duty assignments such as: LCPO, DEPT CPO, SEA, CMC, CWO, LDO, Dept Head, XO, OIC, CO, Major Command, War College, PG School.

OIC/CO

41. COMMENTS ON PERFORMANCE: \* All 1.0 marks, three 2.0 marks, and 2.0 marks in Block 34 must be specifically substantiated in comments. Comments must be verifiable. Font must be 10 or 12 Pitch (10 or 12 Point) only. Use upper and lower case.

\*\*LT (b) (6) is a future leader in the Navy Chaplain Corps\*\*\*\*\*  
 -He is a gifted officer and demonstrates outstanding leadership and pastoral support to Sailors and Marines. He is a sought-after subject matter expert in leading worship, climate relations, counseling, training, morale and family preparation/readiness.  
 -He exemplified the pride of the Navy-Marine Corps team by scoring excellent in the PFA (Sept 12) and in his stellar appearance and military bearing.  
 -Enhanced family and mission readiness in preparation for deployment as Chaplain for Special Purpose MAGTF Black Sea Rotational Force by providing guidance and pastoral care to over 500 Sailors and Marines and their families.  
 -He has proven to be a trusted advisor to the command on morale and readiness issues since joining BSRF-12.  
 -He demonstrated a commitment to sharpening his leadership and pastoral skills by completing the PDTC course on advisement, CREST and OSCAR training.

AT: 11APR23- 11MAY07; 11JUL09-15; 11AUG04-08; 11NOV06-11DEC18; ADT: 11AUG09-14; 11SEP18-30; 11DEC19-22; PDTC 11MAY8-13.

Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote	44. Reporting Senior Address
42. INDIVIDUAL	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	4th Reconnaissance Battalion 3837 Binz Englemann Road San Antonio, TX 78219
43. SUMMARY	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	(b) (6)	

(b) (6)

Date: 11 May 2012

46. Signature of Individual Evaluated. "I have seen this report, been apprised of my performance, and understand my right to make a statement." I intend to submit a statement. ☐ do not intend to submit a statement. ☒

"COPY PROVIDED"

Date:

Member Trait Average: 4.0 Summary Group Average:

47. Typed name, grade, command, UIC, and signature of Regular Reporting Senior on Concurrent Report

Date:

# FITNESS REPORT & COUNSELING RECORD (W2-O6)

RCS BUPERS 1610-1

1. Name (Last, First, MI, Suffix) <b>(b) (6)</b>				2. Grade Rate LT		3. Desig 4105		4. SSN <b>(b) (6)</b>			
5. ACT <input checked="" type="checkbox"/> ETS <input type="checkbox"/> INACT <input type="checkbox"/> AT ALB <input type="checkbox"/> SW <input type="checkbox"/> 268		6. LTC 88470		7. Ship Station BSRF-12			8. Promotion Status REGULAR		9. Date Reported 12 JAN 27		
10. Occasion for Report 10. Periodic <input type="checkbox"/> 11. Detachment of Individual <input checked="" type="checkbox"/> 12. Detachment of Reporting Senior <input type="checkbox"/> 13. Special <input type="checkbox"/>				14. Period of Report 14. From: 12 JAN 27 15. To: 12 SEP 17							
16. Not Observed Report <input type="checkbox"/>		17. Type of Report 17. Regular <input checked="" type="checkbox"/> 18. Concurrent <input type="checkbox"/> 19. Ops Cdr <input type="checkbox"/>		20. Physical Readiness P		21. Billet Subcategory (if any) NA					
22. Reporting Senior (Last, FI, MI) <b>(b) (6)</b>				23. Grade LTC		24. Desig 0302		25. Title MAGTF CO		26. LTC 88470	
								27. SSN <b>(b) (6)</b>			
28. Command employment and command achievements Conduct security cooperation to build military capacity, provide regional stability, and develop lasting partnerships with nations in the Black Sea, Balkan and Caucasus regions of Eastern Europe.											
29. Primary Collateral Waiving duties (Enter primary duty abbreviation in box.) <b>CHAPLAIN</b> Leads, supervises and manages operational religious accommodation, provides religious ministry, fulfills care for all and is a trusted advisor to the MAGTF Commander on moral, religious, morale and unit readiness issues.											
30. Aided term Counseling Use (When completing FTRRP enter 30 and 31 from counseling worksheet sign 32)				31. Date Counseled 12 JAN 27		32. Counselor <b>(b) (6)</b>		33. Signature of Individual Counseled			
PERFORMANCE TRAITS: 1.0 - Below standards not progressing or UNSAT in any one standard; 2.0 - Does not yet meet all 3.0 standards; 3.0 - Meets all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 5.0. Standards are not all inclusive.											
PERFORMANCE TRAITS		1.0* Below Standards		2.0 Not Progressing		3.0 Meets Standards		4.0 Above Standards		5.0 Greatly Exceeds Standards	
34. PROFESSIONAL KNOWLEDGE Professional knowledge, proficiency, and qualifications		- Lacks basic professional knowledge to perform effectively. - Cannot apply basic skills. - Fails to develop professionally or achieve timely qualifications.		-		- Has thorough professional knowledge. - Competently performs both routine and new tasks. - Steadily improves skills, achieves timely qualifications.		-		- Recognized expert sought after to solve difficult problems. - Exceptionally skilled, develops and executes innovative ideas. - Achieves early, highly advanced qualifications.	
<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>	
35. ADJUTANT GENERAL Advises, coordinates, and supervises the planning and execution of the command's administrative and logistical support.		- Active in support of Navy's retention, recruitment goals. - Focused with mentoring or professional development of subordinates. - Active in support of good order and discipline and regulatory effect. Command is representative of the Navy. - Demonstrates excellent behavior. Fails to address differences from cultural norms.		-		- Positive leadership supports Navy's increased retention goals. Active in decreasing attrition. - Active in adequately encourage support subordinates' personal professional growth. - Demonstrates appreciation for contributions of Navy personnel. Promotes influence in command climate. - Values differences as strengths. Fosters environment of acceptance and inclusion per FTRRP policy.		-		- Meritously contributes to Navy's increased retention and reduced attrition objective. - Proactive leader exemplifies mentor. Fosters in subordinates personal development leading to professional growth sustained commitment. Initiates support programs for retention, retention, and families to achieve exceptional command and organizational results. - The model of achievement. Demonstrates a consistent building of difference as strengths.	
<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>	
36. PHYSICAL FITNESS Physical fitness, readiness, and appearance.		- Exemplifies personal appearance. Exemplifies readiness. Exemplifies appearance.		-		- Exemplifies personal appearance. Exemplifies readiness. Exemplifies appearance.		-		- Exemplifies personal appearance. Exemplifies readiness. Exemplifies appearance.	
<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>	
37. TEAM BUILDING Team building and team results.		- Promotes, enforces, and supports team work. Shows team self-awareness. Fosters understanding team goals or teamwork techniques. Shows team pride and cohesion.		-		- Recognizes, shares, enforces, and supports team commitments to team. Understands team goals, employs good teamwork techniques. Accepts and offers team direction.		-		- Team builder. Inspires a reputation and pride. Talented mentor. Shows growth and techniques for team. The best at accepting and offering team direction.	
<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>	
38. INITIATIVE Initiative and initiative.		- Lacks initiative. - Unable to plan or perform. - Shows minimal readiness. - Fails to get the job done.		-		- Takes initiative to meet goals. - Plans and performs effectively. - Maintains high state of readiness. - Always gets the job done.		-		- Takes initiative to meet goals. Plans and performs effectively. Maintains high state of readiness. Always gets the job done.	
<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>		<b>(b) (6)</b>	





# FITNESS REPORT & COUNSELING RECORD (W2-O6)

RCS BUPERS 1610-1

1. Name (Last, First MI, Suffix)		2. Grade/Rate		3. Desig		4. SSN	
(b) (6)		LT		4105		(b) (6)	
5. ACT	PTS	DNACT	AT/ADSW/	6. UIC	7. Ship/Station	8. Promotion Status	9. Date Reported
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	263	84257	MEFRELPAC DET A	REGULAR	08NOV01
10. Periodic		11. of Individual		12. Reporting Senior		13. Special	
<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
14. From: 10FEB01		15. To: 11JAN31		16. Not Observed Report		17. Regular	
<input type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
18. Concurrent		19. Ops Cdr		20. Physical Readiness		21. Billet Subcategory (if any)	
<input type="checkbox"/>		<input type="checkbox"/>		PM		NA	
22. Reporting Senior (Last, FI MI)		23. Grade		24. Desig		25. Title	
(b) (6)		LCDR		4105		CO	
26. UIC		27. SSN		28. Command employment and command achievements.			
84257		(b) (6)					
<p>The mission of the III Marine Expeditionary Force is to plan, direct and coordinate Marine Air-Ground Task Forces for employment in support of contingency plans and operations in the Western Pacific and Indian Ocean.</p>							
<p>29. Primary/Collateral/Watchstanding duties. (Enter primary duty abbreviation in box.)</p> <p>CHAPLAIN Leads, supervises and manages religious accommodation, provides religious ministry, fulfills care for all and advises command on moral and religious matters to the Fleet Marine Force and their families. PFA: 10-1/10-2</p>							
For Mid-term Counseling Use. (When completing FITREP, enter 30 and 31 from counseling worksheet, also 32.)				30. Date Counseled		31. Counselor	
				10AUG21			
32. Signature of Individual Counseled							
<p>PERFORMANCE TRAITS: 1.0 - Below standards/not progressing or UNSAT in any one standard; 2.0 - Does not yet meet all 3.0 standards; 3.0 - Meets all 3.0 standards; 4.0 - Exceeds most 3.0 standards; 5.0 - Meets overall criteria and most of the specific standards for 3.0. Standards are not all inclusive.</p>							
PERFORMANCE TRAITS	1.0* Below Standards	2.0 Pro- gressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
<p>33. PROFESSIONAL EXPERTISE:</p> <p>Professional knowledge, proficiency, and qualifications.</p> <p>NOB <input type="checkbox"/></p>	<ul style="list-style-type: none"> <li>Lacks basic professional knowledge to perform effectively.</li> <li>Cannot apply basic skills.</li> <li>Fails to develop professionally or achieve timely qualifications.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Has thorough professional knowledge.</li> <li>- Competently performs both routine and new tasks.</li> <li>- Steadily improves skills, achieves timely qualifications.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Recognized expert, sought after to solve difficult problems.</li> <li>- Exceptionally skilled, develops and executes innovative ideas.</li> <li>- Achieves early/highly advanced qualifications.</li> </ul>		
<p>34. COMMAND OR ORGANIZATIONAL CLIMATE/QUAL OPPORTUNITY:</p> <p>Contributing to growth and development, human worth, community.</p> <p>NOB <input type="checkbox"/></p>	<ul style="list-style-type: none"> <li>- Actions counter to Navy's retention/enlistment goals.</li> <li>- Uninvolved with mentoring or professional development of subordinates.</li> <li>- Actions counter to good order and discipline and negatively affect Command/Organizational climate.</li> <li>- Demonstrates exclusionary behavior. Fails to value differences from cultural diversity.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Positive leadership supports Navy's increased retention goals. Active in decreasing attrition.</li> <li>- Actively encourages/supports subordinates' personal/professional growth.</li> <li>- Demonstrates appreciation for contributions of Navy personnel. Positive influence on Command climate.</li> <li>- Values differences as strengths. Fosters atmosphere of acceptance/inclusion per EO/EOB policy.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Measurably contributes to Navy's increased retention and reduced attrition objectives.</li> <li>- Proactive leader/exemplary mentor. Involved in subordinates' personal development leading to professional growth/sustained commitment.</li> <li>- Initiates support programs for military, civilians, and families to achieve exceptional Command and Organizational climate.</li> <li>- The model of achievement. Develops unit cohesion by valuing differences as strengths.</li> </ul>		
<p>35. MILITARY BEARING/CHARACTER:</p> <p>Appearance, conduct, physical fitness, adherence to Navy Core Values.</p> <p>NOB <input type="checkbox"/></p>	<ul style="list-style-type: none"> <li>- Consistently unsatisfactory appearance.</li> <li>- Unsatisfactory demeanor or conduct.</li> <li>- Unable to meet one or more physical readiness standards.</li> <li>- Fails to live up to one or more Navy Core Values: HONOR, COURAGE, COMMITMENT.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Excellent personal appearance.</li> <li>- Excellent demeanor or conduct.</li> <li>- Complies with physical readiness program.</li> <li>- Always lives up to Navy Core Values: HONOR, COURAGE, COMMITMENT.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Exemplary personal appearance.</li> <li>- Exemplary representative of Navy.</li> <li>- A leader in physical readiness.</li> <li>- Exemplifies Navy Core Values: HONOR, COURAGE, COMMITMENT.</li> </ul>		
<p>36. TEAMWORK:</p> <p>Contributions towards team building and team results.</p> <p>NOB <input type="checkbox"/></p>	<ul style="list-style-type: none"> <li>- Creates conflict, unwilling to work with others, puts self above team.</li> <li>- Fails to understand team goals or teamwork techniques.</li> <li>- Does not take direction well.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Reinforces others' efforts, meets personal commitments to team.</li> <li>- Understands team goals, employs good teamwork techniques.</li> <li>- Accepts and offers team direction.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Team builder, inspires cooperation and progress.</li> <li>- Talented mentor, focuses goals and techniques for team.</li> <li>- The best at accepting and offering team direction.</li> </ul>		
<p>37. MISSION ACCOMPLISHMENT AND INITIATIVE:</p> <p>Taking initiative, planning/prioritizing, achieving mission.</p> <p>NOB <input type="checkbox"/></p>	<ul style="list-style-type: none"> <li>- Lacks initiative.</li> <li>- Unable to plan or prioritize.</li> <li>- Does not maintain readiness.</li> <li>- Fails to get the job done.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Takes initiative to meet goals.</li> <li>- Plans/prioritizes effectively.</li> <li>- Maintains high state of readiness.</li> <li>- Always gets the job done.</li> </ul>	<ul style="list-style-type: none"> <li>-</li> <li>-</li> <li>-</li> </ul>	<ul style="list-style-type: none"> <li>- Develops innovative ways to accomplish mission.</li> <li>- Plans/prioritizes with exceptional skill and foresight.</li> <li>- Maintains superior readiness, even with limited resources.</li> <li>- Gets job done earlier and far better than expected.</li> </ul>		



# FITNESS REPORT AND COUNSELING RECORD (W2-O6) (cont 'd)

RCS BUPERS 1610-1

1. Name (b) (6)		2. Grade/Rate LT		3. Design (b) (6)		4. SSN (b) (6)	
PERFORMANCE TRAITS	1.0* Below Standards	2.0 Progressing	3.0 Meets Standards	4.0 Above Standards	5.0 Greatly Exceeds Standards		
38. LEADERSHIP: Organizing, motivating and developing others to accomplish goals.  NOB <input type="checkbox"/>	<ul style="list-style-type: none"> <li>- Neglects growth/development or welfare of subordinates.</li> <li>- Fails to organize, creates problems for subordinates.</li> <li>- Does not set or achieve goals relevant to command mission and vision.</li> <li>- Lacks ability to cope with or tolerate stress.</li> <li>- Inadequate communicator.</li> <li>- Tolerates hazards or unsafe practices.</li> </ul>		<ul style="list-style-type: none"> <li>- Effectively stimulates growth/development in subordinates.</li> <li>- Organizes successfully, implementing process improvements and efficiencies.</li> <li>- Sets/achieves useful, realistic goals that support command mission.</li> <li>- Performs well in stressful situations.</li> <li>- Clear, timely communicator.</li> <li>- Ensures safety of personnel and equipment.</li> </ul>		<ul style="list-style-type: none"> <li>- Inspiring motivator and trainer, subordinates reach highest level of growth and development.</li> <li>- Superb organizer, great foresight, develops process improvements and efficiencies.</li> <li>- Leadership achievements dramatically further command mission and vision.</li> <li>- Perseveres through the toughest challenges and inspires others.</li> <li>- Exceptional communicator.</li> <li>- Makes subordinates safety-conscious, maintains top safety record.</li> <li>- Consistently improves the personal and professional lives of others.</li> </ul>	<input checked="" type="checkbox"/>	
39. TACTICAL PERFORMANCE: (Warfare qualified officers only) Basic and tactical employment of weapons systems.  NO <input type="checkbox"/>	<ul style="list-style-type: none"> <li>- Has difficulty attaining qualification expected for the rank and experience.</li> <li>- Has difficulty in ship(s), aircraft or weapons systems employment.</li> <li>- Below others in knowledge and employment.</li> <li>- Warfare skills in specialty are below standards compared to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>- Attains qualifications as required and expected.</li> <li>- Capably employs ship(s), aircraft, or weapons systems. Equal to others in warfare knowledge and employment.</li> <li>- Warfare skills in specialty equal to others of same rank and experience.</li> </ul>		<ul style="list-style-type: none"> <li>- Fully qualified at appropriate level for rank and experience.</li> <li>- Inspiringly employs ship(s), aircraft, or weapons systems. Well above others in warfare knowledge and employment.</li> <li>- Warfare skills in specialty exceed others of same rank and experience.</li> </ul>		
40. I recommend screening this individual for next career milestone(s) as follows: (maximum of two) Recommendations may be for competitive schools or duty assignments such as: LCPO, DEPT CPO, SEA, CMC, CWO, LDO, Dept Head, XO, OIC, CO, Major Command, War College, PG School. XO							
41. COMMENTS ON PERFORMANCE. * All 1.0 marks, three 2.0 marks, and 2.0 marks in Block 34 must be specifically substantiated in comments. Comments must be verifiable. Font must be 10 or 12 Pitch (10 or 12 Point) only. Use upper and lower case. LT (b) (6) is a sought after tactical officer and Chaplain providing excellent Navy leadership and religious accommodation to III MEF Marines, Sailors and their families.  ^He gives expert leadership in offering religious services, counseling and religious accommodation. During active command support to III MEF, he demonstrated his professional expertise by leading religious services at Camp Hansen West Chapel, conducting Suicide Awareness Training and conducting a OACO briefing to spouses of deployed Marines ^Evans exemplifies the pride of the Navy-Marine Corps team by his attention to detail in his appearance and military bearing as he trains and leads the RPs in our unit. ^He is a sought after personal teacher offering counsel, guidance and resolution to life's needs and challenges during IDT training at NOSC Houston and active component support to III MEF with over 12 contacts during the year. He genuinely cares for all Marines and their families through his friendship and wise counsel which enhances mission readiness. ^Evans continues to grow in his personal training and education by completing the Basic Navy Chaplain Course and the annual Chaplains Professional Development Training Course.  I highly recommend LT (b) (6) for promotion to LCDR. AT - 10JUL23-AUG08, ADT - 10AUG08-18, PDTC - 10MAY18-20							
Promotion Recommendation	NOB	Significant Problems	Progressing	Promotable	Must Promote	Early Promote	44. Reporting Senior Address (b) (6)
42. INDIVIDUAL	(b) (6)						(b) (6)
43. SUMMARY	(b) (6)						
Member Trait Average: 3.67		Summary Group Average: 3.67		46. I have seen this report, been apprised of my right to make a statement. do not intend to submit a statement. <input checked="" type="checkbox"/>		Date: 11 APR 17	
47. Typed name, grade, command, UIC, and signature of Regular Reporting Senior or  Date:							

## STATEMENT OF ECCLESIASTICAL ENDORSEMENT

OMB Number 0704-0190  
OMB approval expires  
Oct 31, 2014

The public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, Suite 07029, Alexandria, VA 22350-3100 (0704-0190). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO CHIEF OF CHAPLAINS (ITEM 2).

## PRIVACY ACT STATEMENT

**AUTHORITY:** 10 U.S.C. Sections 136, 533(a)(1), 643, 827, 3353(a)(1), and 5800(a)(1); DoD Directive 1304.19; DoD 1304.28; and E.O. 9397, as amended (SSN).  
**PRINCIPAL PURPOSE(S):** The information collected on this form is used to verify the professional and ecclesiastical qualifications of Religious Ministry Professionals for initial appointment or chaplains change of career status appointments as chaplains in the Military Services. This form is an essential element of a chaplain's professional qualifications and will become part of a chaplain's military personnel record. Completed forms are covered by recruiting and official military personnel file SORNs maintained by each of the Services.

**ROUTINE USE(S):** The DoD "Blanket Routine Uses" found at [http://privacy.defense.gov/blanket\\_uses.shtml](http://privacy.defense.gov/blanket_uses.shtml) apply to this collection.

**DISCLOSURE:** Voluntary. However, failure to provide the requested information may significantly delay the processing of this endorsement.

## 1. FROM (To be completed by Endorsing Agent)

a. TYPED OR PRINTED NAME OF RELIGIOUS ORGANIZATION GRANTING  
RELIGIOUS MINISTRY PROFESSIONAL ENDORSEMENT

(b) (6)

b. DATE OF CURRENT INTERNAL  
REVENUE CODE (IRC) 501(c)(3)  
EXEMPT STATUS  
71994

c. EMPLOYER IDENTIFICATION  
NUMBER (IRC)

(b) (6)

d. TELEPHONE (Include Area Code)

(b) (6)

e. FAX NUMBER (Include Area Code)

(b) (6)

f. ADDRESS (1) STREET (Include apartment or suite number)

(b) (6)

(2) CITY

(b) (6)

(3) STATE

(b) (6)

(4) ZIP CODE

(b) (6)

g. E-MAIL ADDRESS

(b) (6)

h. WEB SITE

(b) (6)

## 2. TO

a. CHIEF OF CHAPLAINS  
(X appropriate block)

(1) ARMY  
☒ (2) NAVY  
(3) AIR FORCE

b. ADDRESS (1) STREET (Include apartment or suite number)

2000 Navy Pentagon, Room (b) (6)

(2) CITY

Washington

(3) STATE

DC

(4) ZIP CODE

20350-2000

## 3. PROSPECT INFORMATION. a. IS THIS AN INITIAL ENDORSEMENT? (X one)

YES

X NO

b. TYPED OR PRINTED NAME (Last, First, Middle Initial)

(b) (6)

c. SOCIAL SECURITY NUMBER

(b) (6)

d. TELEPHONE (Include Area Code)

(b) (6)

e. ADDRESS (1) STREET (Include apartment or suite number)

(b) (6)

(2) CITY

(b) (6)

(3) STATE

(b) (6)

(4) ZIP CODE

(b) (6)

f. E-MAIL ADDRESS

(b) (6)

g. NUMBER OF YEARS OF PROFESSIONAL MINISTRY  
EXPERIENCE PROSPECT HAS COMPLETED

14

h. NUMBER OF MONTHS OF PRIOR ACTIVE MILITARY SERVICE PROSPECT HAS COMPLETED

(1) OFFICER

190

(2) ENLISTED

0

i. APPLICATION IS FOR  
(X one)

(1) RESERVE (Non-Active Duty)  
(2) NATIONAL GUARD  
(3) INITIAL ACTIVE DUTY (3 years)

X

(4) EXTENDED ACTIVE DUTY (Indefinite)

(5) REGULAR COMMISSIONED OFFICER

(6) RESERVE (AGR)

## 4. ECCLESIASTICAL ENDORSING AGENT (To be completed by Endorsing Agent)

a. AS THE ECCLESIASTICAL ENDORSING AGENT AUTHORIZED TO REPRESENT

(Name of religious organization) (Item 1) (b) (6)

I HEREBY VERIFY THE ABOVE PROSPECTIVE CANDIDATE TO BE PROFESSIONALLY QUALIFIED AS A RELIGIOUS MINISTRY  
PROFESSIONAL FOR THE MILITARY CHAPLAINCY.

b. TYPED OR PRINTED NAME (Last, First, Middle Initial)

(b) (6)

c. E-MAIL ADDRESS

(b) (6)

d. ADDRESS (1) STREET (Include apartment or suite number)

(b) (6)

(2) CITY

(b) (6)

(3) STATE

(b) (6)

(4) ZIP CODE

(b) (6)

e. TELEPHONE  
(Include Area Code)

(b) (6)

f. FAX NUMBER  
(Include Area Code)

(b) (6)

g. SIGNATURE

(b) (6)




Digitally signed by John Lupoli, Jr.  
DN: cn=John Lupoli, Jr., o=Official Council of Independent Churches,  
c=United States of America, email=jlupoli@icoc.org, o=05,  
dn=20130418 17:44:00 -0400















h. DATE SIGNED (YYYYMMDD)

20130416

## 5. COMMENTS



Named Documents	Location in Complaint (pg #s are for the entire PDF)	Status (Located/Missing)	Provided to Code 14 (Y/N)
RDML Kibben, 3 Feb 2015 International Military Chief of Chaplains Conference Statement, "Humanist organizations never really demonstrate the benefits of a Humanist Chaplain compared to a Christian Chaplain"	p. 6, para 8 & p. 26, para 56	Awaiting input from CHC	
Navy chaplain corps spokesperson, "Navy Chaplain Corps does not consider The Humanist Society as 'a religious organization by any accepted definition.' "	p.6, para 8		Y
In internal communications, Navy Chaplain Corps officials derided Dr. Heap as "the humanist so-called applicant."	p.6, para 8	 	Y
11 month delay in processing application	p.6, para 9	Awaiting input from CHC	
ETC (b) (6) denial as lay leader	p. 27, para 59	Awaiting input from CHC	
ETC (b) (6) response by CAPT (b) (6)	p. 28, para 60	Awaiting input from CHC	
AFCB Minutes for 12 Dec 2012	p. 28, para 62	Awaiting input from CHC	
Kibben's public comments 28 July 2014	p. 29, para 64	<a href="http://www.barracks.marines.mil/News/NewsArticleDisplay/tabid/4206/Article/498300/commandant-promotes-new-chaplain-of-the-marine-corps.aspx">http://www.barracks.marines.mil/News/NewsArticleDisplay/tabid/4206/Article/498300/commandant-promotes-new-chaplain-of-the-marine-corps.aspx</a>	Y
Tidd's public comments 25 Nov 13	p. 29, para 64	<a href="http://navylive.dodlive.mil/2013/11/25/your-navy-chaplain-corps-providing-a-ministry-of-presence-for-238-years/">http://navylive.dodlive.mil/2013/11/25/your-navy-chaplain-corps-providing-a-ministry-of-presence-for-238-years/</a>	Y
Articles on USNA Chapel	p. 30, para 65	<a href="http://www.marinecorpstimes.com/article/20130731/NEWS/307310005/Group-seeks-humanist-wedding-Naval-Academy-s-main-chapel">http://www.marinecorpstimes.com/article/20130731/NEWS/307310005/Group-seeks-humanist-wedding-Naval-Academy-s-main-chapel</a>	Y

Communications with LT (b) (6) re fast-tracking application and picking endorser	p. 32-33, para 67-75; p. 38, para 92		Y
Correspondence from AFCB re endorser application	p. 34, para 80		Y
Letter from Congressmen	p. 35, para 85		Y
Letter from ACLU	p. 36, para 86		Y
N097 correspondence dtd 29 July 2013 and Kibben response.	p. 37, para 90		Y
N097 correspondence dtd 19 Aug 13 to Tidd	p. 37, para 91	 	Y
N097 Humanist Applicant Course of Action Meeting, Dec 2013	p. 38, para 93		Y
N097 Correspondence with OLA	p. 39, para 96	 	Y
The Assistant Community Manager for the Chaplain Corps letter dated May 28, 2014 to the Chaplain Corps Program Manager	p. 40, para 100		Y
May 23, 2014 letter from Admiral Tidd to Admiral Andrews	p. 40, para 100	Cannot locate, notified CHC for them to look	
17 June 2014 Inquiry from Navy Times to N097 PAO	p. 40, para 101	  	Y



# Department of Defense INSTRUCTION

NUMBER 1310.02

May 8, 2007

*Incorporating Change 1 as of September 20, 2011*

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USD(P&R)

SUBJECT: Appointing Commissioned Officers

- References:
- (a) DoD Directive 1310.2, "Subject as above," May 28, 1996 (hereby canceled)
  - (b) ~~Acting Deputy Secretary of Defense Memorandum, "DoD Directives Review - Phase II," July 13, 2005~~ DoD Instruction 5025.01, "DoD Issuance Process," October 28, 2007
  - (c) DoD Directive 5124.2, "Under Secretary of Defense for Personnel and Readiness (USD(P&R))," ~~October 17, 2006~~ June 23, 2008
  - (d) Sections 101, 531, 532, 741, 5589, 5596, 12201, 12203, 12204, 12205, 12206, 14301 of title 10, United States Code
  - (e) through (p) ~~(o)~~, see Enclosure 1

## 1. REISSUANCE AND PURPOSE

This Instruction:

- 1.1. Reissues Reference (a) as a DoD Instruction in accordance with the guidance in Reference (b) and the authority in Reference (c).
- 1.2. Updates policy governing the appointment of persons as Regular commissioned officers and continues to implement section 532 of Reference (d).
- 1.3. Updates policy governing the appointment of persons as Reserve commissioned officers and continues to implement sections 12201, 12203, 12204, 12205, and 12206 of Reference (d).

## 2. APPLICABILITY AND SCOPE

This Instruction applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff *and the Joint Staff*, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as the "DoD Components").

### 3. DEFINITIONS

Terms used in this Instruction are defined in sections 101 (b) and (c) of Reference (d) and Enclosure 2.

### 4. POLICY

It is DoD policy that:

4.1. Only those persons who have clearly demonstrated the potential for full careers will be appointed as military officers to sustain the quality and effectiveness of the officer force.

4.2. Each Military Service will use an effective and impartial system to identify and select for appointment as commissioned officers the best-qualified persons available who possess the skills necessary to meet the needs of the Military Service concerned.

4.3. Except as provided in paragraph 6.1, all officers on the Active-Duty List will have a Regular appointment.

4.4. All officers on the Reserve Active-Status List will have a Reserve appointment.

### 5. RESPONSIBILITIES

5.1. The Under Secretary of Defense for Personnel and Readiness (USD(P&R)) shall exercise cognizance and oversight of policies involving the appointment of commissioned officers.

5.2. The Secretaries of the Military Departments shall:

5.2.1. Comply with the policies and procedures prescribed herein.

5.2.2. Provide for the appointment of officers in accordance with this Instruction.

5.2.3. Determine the means by which persons are considered and selected for appointment.

5.2.4. Recommend policy changes, as necessary, to this Instruction to the USD(P&R).

### 6. PROCEDURES

#### 6.1. Basic Appointments



6.1.1. Except as provided in paragraph 6.1.2, all newly commissioned officers on the Active-Duty List will receive Regular appointments.

6.1.2. Reserve commissioned officers on the Active-Duty List will be transitioned to regular officer status provided they meet the requirements for appointment under Reference (d) and Deputy Secretary of Defense Memorandum, "Implementing Guidance: Transition of the Active Duty List (ADL) Officer Force to All-Regular Status" (Reference (e)).

6.1.2.1. Reserve commissioned officers on the Active-Duty List who do not meet the requirements for appointment may continue to serve with a Reserve commission, pursuant to applicable provisions of policy and law, until October 28, 2009; or completion of any mandatory active duty service obligation incurred before May 1, 2005, whichever is later. After October 28, 2009, all commissioned officers on the Active-Duty List must hold a regular appointment; be completing an active duty service obligation incurred before May 1, 2005; or have a waiver from the Secretary of Defense.

6.1.2.2. The Secretary of the Military Department concerned may request that the Secretary of Defense waive the provisions of section 532(f) of Reference (d) only in those cases of national security for original appointments to the grades below O-4. Waiver requests must be accompanied by the Service's plan to provide a reasonable career opportunity for the officer(s) in the Active and/or Reserve Components.

6.1.2.3. Reserve Active-Status List officers performing operational support duty shall not be placed on the Active-Duty List, regardless of the duration of the active duty, and will not be transitioned to regular officer status while performing such duty.

6.1.3. Secretary of Defense Appointments. All appointments of military officers (~~including~~ all original appointments, ~~and including~~ appointment of officers *individuals* who previously held a commission) in the grades provided in paragraph 6.1.3.1. and 6.1.3.2. shall be made by the Secretary of Defense based on Presidential delegations according to E.O. 12396, 13358, and 13384 (References (f), (g), and (h)). This appointment authority applies unless otherwise provided in Reference (d) that Presidential appointment is required and has not been delegated. This Secretary of Defense authority may not be further delegated.

6.1.3.1. Commissioned officer appointments on the Active-Duty List to the grades of second lieutenant through captain in the Army, Air Force, and Marine Corps or to the grades of ensign through lieutenant in the Navy.

6.1.3.2. Commissioned officer appointments on the Reserve Active-Status List to the grades of second lieutenant through lieutenant colonel in the Army, Air Force, and Marine Corps or to the grades of ensign through commander in the Navy.

6.1.4. Presidential Appointments. All appointments of military officers (~~including~~ all original appointments, ~~and including~~ appointment of officers *individuals* who previously held a commission) in the grades provided in paragraph 6.1.4.1 and 6.1.4.2 shall be made by the President by and with the advice and consent of the Senate, unless otherwise authorized in law.

6.1.4.1. Commissioned officer appointments on the Active-Duty List to the grades of major through general in the Army, Air Force, and Marine Corps or to the grades of lieutenant commander through admiral in the Navy.

6.1.4.2. Commissioned officer appointments on the Reserve Active-Status List to the grades of colonel and above in the Army, Air Force, and Marine Corps or to the grades of captain through vice admiral in the Navy.

6.1.5. Appointment recommendations will be processed according to the provisions of DoD Instruction 1320.4 (Reference (i)).

## 6.2. Qualifications of Commissioned Officers

### 6.2.1. Regular Appointments

6.2.1.1. To receive an original appointment as a Regular commissioned officer in a Military Service, an individual must be appointed by Presidential authority according to section 531 of Reference (d), and subscribe to the oath prescribed by section 3331 of 5 United States Code (U.S.C.) (Reference (j)). The appointee must:

6.2.1.1.1. Be a citizen of the United States or a permanent resident eligible for waiver under section 532(f) of Reference (d).

6.2.1.1.2. Be able to complete 20 years of active commissioned service before his or her 62nd birthday. A person who is being appointed as a medical officer, dental officer, chaplain, or limited duty commissioned officer in the Navy or the Marine Corps, or ~~a Reserve~~ *an* officer appointed as a medical skills officer other than a medical or dental officer, shall be exempt from that requirement. Medical skills officers include Nurse Corps, Army Medical Specialist Corps and Veterinary Corps officers, Army, Navy and Air Force officers of the Medical Service Corps, and Air Force Biomedical Science Corps officers.

6.2.1.1.3. Be of good moral character.

6.2.1.1.4. Be physically qualified for active service.

6.2.1.1.5. Have other special qualifications prescribed by the Secretary of the Military Department concerned.

### 6.2.1.2. Medical and Dental Officers.

6.2.1.2.1. The Military Departments may give original appointments as Regular commissioned officers in the following grades to qualified doctors of medicine, osteopathy, or dentistry who meet the requirements of subparagraph 6.2.1.1:

6.2.1.2.1.1. The Army may appoint a person to the grade of first lieutenant through colonel if he or she is being appointed in the Medical Corps or the Dental Corps.

6.2.1.2.1.2. The Navy may appoint a person to the grade of lieutenant (junior grade) through captain if he or she is being appointed in the Medical Corps or Dental Corps.

6.2.1.2.1.3. The Air Force may appoint a person to the grade of first lieutenant through colonel with a designation as a "medical" or "dental officer."

6.2.1.2.2. To be eligible for an appointment as a medical officer, a doctor of osteopathy, besides meeting the requirements of subparagraph 6.2.1.1., shall:

6.2.1.2.2.1. Be a graduate of a college of osteopathy whose graduates are eligible to be licensed to practice medicine or surgery in a majority of States.

6.2.1.2.2.2. Be licensed to practice medicine, surgery, or osteopathy in a State or in the District of Columbia.

6.2.1.2.2.3. Have completed other requirements as prescribed by DoD Instruction 6000.13 (Reference (k)).

6.2.1.2.2.4. Have any other qualifications prescribed by the Secretary of the Military Department concerned after considering the recommendations, if any, of the Surgeon General of the Military Department concerned.

6.2.1.3. Limited Duty Commissioned Officers. The appointment of a person as a Regular limited duty commissioned officer in the Navy or the Marine Corps shall be made under section 5589 or 5596 of Reference (d). Appointees shall meet the requirements of subparagraph 6.2.1.1.

#### 6.2.2. Reserve Component Appointments

6.2.2.1. To become an officer of a Reserve Component, a person must be appointed as a Reserve officer in an Armed Force in a grade corresponding to a grade authorized for a Regular Component of the Armed Force concerned (*Reference (d)*) and subscribe to the oath prescribed by Reference ~~(e)-(d)(j)~~. *Officers transferred from the Active-Duty List to the Reserve Active-Status List of the same Armed Force are not required to subscribe to the oath prescribed by Reference (d).* Additionally, to become an officer of the Army National Guard of the United States or the Air National Guard of the United States, a person must first be appointed to, and be federally recognized in, the same grade in the Army National Guard or the Air National Guard.

6.2.2.2. In accordance with DoD ~~Directive~~ *Instruction 6130.03* (Reference (l)), ~~and DoD Instruction 6130.4 (Reference (m))~~, and except as otherwise provided by law, the Secretary of the Military Department concerned shall prescribe physical, mental, moral, professional, and

age qualifications for the appointment of persons as Reserves of the Armed Forces. However, no person may be appointed as a Reserve officer unless the person is at least 18 years of age and the person is a citizen of the United States or has been lawfully admitted to the United States for permanent residence under section 1101 (Reference (H/M)), or the person has previously served in the Armed Forces or in the National Security Training Corps.

6.2.2.3. A person who is otherwise qualified, but who has a physical or medical condition that the Secretary of the Military Department concerned has determined will not interfere with the performance of the duties to which that person may be assigned, may be appointed as a Reserve officer.

6.2.2.4. The Secretary of the Military Department concerned shall not prescribe a maximum age qualification of less than 47 years of age for the initial appointment of a person as a Reserve officer to serve in a health profession specialty that has been designated by the Secretary of the Military Department concerned as a "specialty critically needed in wartime."

6.2.2.5. Appointments of Reserve officers are for an indefinite term and are held during the pleasure of the President.

6.2.2.6. With the exception of the adjutants general and the assistant adjutants general of the several States and Territories, Puerto Rico, and the District of Columbia, no person may be appointed as a Reserve officer above the grade of major or lieutenant commander unless:

6.2.2.6.1. The person was formerly a commissioned officer of an Armed Force (see subparagraph 6.2.2.8.); or,

6.2.2.6.2. Such an appointment is recommended by a board of officers convened by the Secretary of the Military Department concerned.

6.2.2.7. No person shall be appointed to a grade above the grade of first lieutenant in the Reserve of the Army, the Reserve of the Air Force, or the Marine Corps Reserve or to a grade above the grade of lieutenant (junior grade) in the Navy Reserve, or be federally recognized in a grade above the grade of first lieutenant as a member of the Army National Guard of the United States or the Air National Guard of the United States, unless that person has been awarded a baccalaureate degree by a qualifying educational institution.

6.2.2.7.1. Exemptions to this policy are provided in paragraph 4.2 of DoD Instruction 1215.17 (Reference (H/M)).

6.2.2.7.2. Waivers to this policy are provided in Reference (H/M).

6.2.2.8. A person who is a former commissioned officer may, if otherwise qualified, be appointed as a Reserve officer. A person so appointed may be, as follows:

6.2.2.8.1. Placed on the Reserve Active-Status List of that Armed Force in the grade equivalent to the permanent Regular or Reserve grade, and in the same competitive



category, in which the person previously served satisfactorily on active duty or in an active status.

6.2.2.8.2. Credited for the purpose of determining date of rank under section 741(b) of Reference (d) with service in grade equal to that held by that person when discharged or separated.

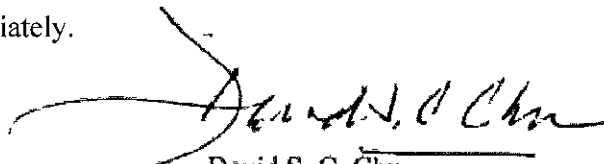
6.3. Selection Methodology. If the Secretary of the Military Department concerned determines that a board is used to select applicants for original appointment, the procedures generally should conform to those used by the Military Department concerned in selecting officers for promotion under Chapter 36 of Reference (d). This paragraph does not apply to the Army National Guard and the Air National Guard where original Reserve appointments are governed by the Federal recognition process under Chapter 3 of 32 U.S.C. (Reference (po)).

6.4. Selectees. Persons selected for appointment as commissioned officers shall be notified as soon as practicable. The appointment should be made expeditiously under procedures prescribed by the Secretary of the Military Department concerned. A selectee shall be afforded a reasonable period of time to accept the appointment consistent with the needs of the Military Department concerned.

7. RELEASABILITY. *UNLIMITED*. This Instruction is approved for public release and is available on the Internet from the DoD Issuances Website at <http://www.dtic.mil/whs/directives>.

#### 78. EFFECTIVE DATE

This Instruction is effective immediately.



David S. C. Chu  
Under Secretary of Defense for  
Personnel and Readiness

Enclosures - 2

E1. References, continued  
E2. Definitions

E1. ENCLOSURE 1

REFERENCES, continued

- (e) Deputy Secretary of Defense Memorandum, "Implementing Guidance: Transition of the Active Duty List (ADL) Officer Force to All-Regular Status," January 28, 2005
- (f) Executive Order 12396, "Defense Officer Personnel Management," December 9, 1982
- (g) Executive Order 13358, "Assignment of Functions Relating to Certain Appointments, Promotions, and Commissions in the Armed Forces," September 28, 2004
- (h) Executive Order 13384, "Assignment of Functions Relating to Original Appointments as Commissioned Officers and Chief Warrant Officer Appointments in the Armed Forces," July 27, 2005
- (i) DoD Instruction 1320.4, "Military Officer Actions Requiring Approval of the Secretary of Defense or the President, or Confirmation by the Senate," March 14, 1995
- (j) Section 3331 of title 5, United States Code
- (k) DoD Instruction 6000.13, "Medical Manpower and Personnel," June 30, 1997
- (l) DoD Directive *Instruction 6130.03 "Physical Medical Standards for Appointment, Enlistment, or Induction in the Military Services,"* ~~December 15, 2000~~ April 28, 2010
- ~~(m) DoD Instruction 6130.4, "Medical Standards for Appointment, Enlistment, or Induction in the Armed Forces," January 18, 2005~~
- ~~(n) (m)~~ Section 1101 of title 8, United States Code
- ~~(o) (n)~~ DoD Instruction 1215.17, "Educational Requirements for Appointment of Reserve Component Officers to a Grade Above First Lieutenant or Lieutenant (Junior Grade)," September 12, 2002
- ~~(p) (o)~~ Chapter 3 of title 32, United States Code

E2. ENCLOSURE 2

DEFINITIONS

E2.1. Commissioned Officer. An officer in any of the Military Services in the Department of Defense who holds a grade and an office under a commission signed by Presidential authority, and who is appointed as a Regular or a Reserve officer. It does not include a commissioned warrant officer or a retired commissioned officer.

E2.2. Regular Appointment. Appointment with a Regular commission on the Active-Duty List.

E2.3. Reserve Appointment. Appointment with a Reserve commission on the Reserve Active-Status List.

~~E2.4. Service Academies. United States Military Academy, United States Naval Academy, and United States Air Force Academy.~~



DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON, TENNESSEE 38055-0000

12713  
BUPERS 0514  
28 August 2014

From: Chief of Naval Personnel  
To: Jason Heap, c/o Wang Times, Cohen Milstein Sellers & Toll  
PLLC, 1100 New York Ave, NW, Suite 500,  
East Washington DC 20005

Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

Ref: (a) Formal Discrimination Complaint Filed on 31 July 2014  
(b) Notice of Acknowledgement of Receipt of Formal  
Complaint dated 31 July 2014  
(c) 29 CFR § 1614.107

Encl: (1) EEO Counselor's Report dated 7 August 2014  
(2) Notice of Appeal/Petition (EEOC form 573)

1. Your formal discrimination complaint of 31 July 2014, was received by the Equal Employment Opportunity Office on 1 August 2014, and acknowledged by reference (b).

2. Based on my review of reference (a) and enclosures (1), and (2), and in accordance with reference (c), I am hereby dismissing your discrimination complaint for failure to state a claim in accordance with 29 CFR § 1614.107(a)(1) for the following reason(s):

You allege you were discriminated against based on your religion (Humanist) when your application for an active duty appointment to the Navy's Chaplain Corp was rejected by the Chaplain Appointment Reassignment Eligibility (CARE) Advisory Group.

This claim is being dismissed in accordance with 29 CFR § 1614.107(a)(1) because you have identified a claim for which there is no remedy under the Equal Employment Opportunity Commission (EEOC). The Commission's federal sector case precedent has long defined an "aggrieved employee" as one who suffers a present harm or loss with respect to a term,



Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
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DON 14-00022-02823

condition, or privilege of employment for which there is a remedy. See Diaz v. Department of the Air Force, EEOC Request No. 05931049 (1994). The issue at the center of your complaint is the rejection of your application for an active duty appointment. Though 29 CFR 1614 applies to military departments including Department of Navy, it does not apply to uniformed members of the military departments (29 CFR 1614.103). See Faugno v. Dep't of the Navy, EEOC Appeal No. 0120103479 (2012). As the EEOC has no enforcement power or jurisdiction over appointments to uniformed positions of the military departments, your issue fails to state a claim for which there is remedy under the EEOC.

I am also dismissing this claim in accordance with 29 CFR § 1614.107(a)(1) because it constitutes a collateral attack on the Department of Defense's Appointment of Chaplains to military service process. See Simon v. Postmaster General, USPS, EEOC Appeal No. 0120093672, 2009. The Commission has held that complainants cannot use the EEO complaint process to lodge a collateral attack on another proceeding. See Wills v. Department of Defense, EEOC Request No. 05970596 (July 30, 1998); Kleinman v. United States Postal Service, EEOC Request No. 05940585 (September 22, 1994); and Lingad v. United States Postal Service, EEOC Request No. 05930106 (June 25, 1993). The proper forum for you to have raised your challenges regarding your application for an active duty appointment to the Navy's Chaplain Corp, is through that proceeding itself.

3. As you are not a prevailing party, no attorney fees are awarded in connection with your discrimination complaint.

4. This is the final Department of the Navy decision on your complaint. If you are dissatisfied with the decision to dismiss your complaint, you may file a notice of appeal with the Equal Employment Opportunity Commission ("the Commission") within thirty (30) 30 calendar days of your receipt of this decision. Enclosure (2) should be used when filing your appeal. The appeal form should be submitted to the:

U.S. Equal Employment Opportunity Commission  
Office of Federal Operations  
P. O. Box 77960  
Washington, DC 20013

Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

At the same time, you MUST furnish a copy of the appeal to:

BUPERS  
Deputy EEO Officer  
Office of EEO and Diversity (BUPERS-05E)  
5720 Integrity Drive, BLDG 791 (Room B119)  
Millington, TN 38055

As an alternative to mailing to OFO, you may hand deliver or fax to:

U.S. Equal Employment Opportunity Commission  
Office of Federal Operations  
131 M Street N.E.  
Washington, DC 20507-0004

Fax number: (202) 663-7022

5. At the same time that you file your appeal with the Commission, you MUST provide a copy of the appeal and all supporting statements to this office at BUPERS Deputy EEO Officer, Office of EEO and Diversity (BUPERS-05E), 5720 Integrity Drive, BLDG 791 (Room B119), Millington, TN 38055, within 30 calendar days of filing the Notice of Appeal, enclosure (2).
6. An appeal shall be deemed filed on the date it is postmarked, or, in the absence of a postmark, on the date it is received by the Commission. The 30-calendar day time limit within which an appeal must be filed will not normally be extended by the Commission. If the appeal is not submitted within the time limit, the Commission may extend the time limit if a written explanation showing that you were not notified of the prescribed time limit, were not otherwise aware of it, or that circumstances beyond your control prevented you from filing the Notice of Appeal within the prescribed time limit. A copy of your explanation must be forwarded to the EEO Office.
7. If you elect not to appeal to the Commission, you may file a civil action in an appropriate U.S. District Court within 90 calendar days of your receipt of this decision. Filing a civil action will result in termination of administrative processing of your complaint.

Subj: NOTICE OF DISMISSAL OF FORMAL COMPLAINT OF JASON HEAP V.  
RAY MABUS, SECRETARY OF THE NAVY, DOCKET NO.  
DON 14-00022-02823

8. If you file a civil action under Title VII of the Civil Rights Act of 1964, as amended, or the Rehabilitation Act of 1973, as amended, and you may request the court to appoint an attorney to represent you. In such circumstances as the court may deem just, the court may appoint an attorney and may authorize the commencement of the action without the payment of fees, costs, or security. Any such request must be made within the above-referenced 90-calendar day time limit, for filing suit and in such form and manner as the court may require. Filing a request for an attorney does not extend your time in which to file a civil action. Both the request and the civil action must be filed within 90 calendar days from the date you receive this decision.

9. If you file an appeal with the Commission, you may still file a civil action in U.S. District Court within 30 calendar days of your receipt of the Commission's final decision on your appeal. A civil action may also be filed any time after 180 calendar days from the date of filing your appeal to the Commission, if a final decision has not been issued by the Commission's Office of Federal Operations.

10. You are further notified that if you file a civil action, you must name RAY MABUS, SECRETARY OF THE NAVY, as the Defendant. You must include the name of the person and their official title. Failure to name RAY MABUS, SECRETARY OF THE NAVY, may result in the loss of potential entitlement to judicial redress.

(b) (6)

By direction

Copy to:

Mr. (b) (6) Agency Representative

Mr. Wang Times, Complainant's Representative

## CARE APPLICANTS

ID

18

Date Received April 28, 2014

Last Name (b) (6)

First Name

Program Requested Direct Accession Active

Endorser The Church of Jesus Christ of Latter-day Saints

City San Antonio

State TX

Gender M

Age (b) (6)

Race (b) (6)

Undergrad Institution Brigham Young University

GPA 3.89

Field of Study Ancient Near Eastern Studies

Graduate Institution Brandeis University

Seminary GPA 3.43

Prior Service No

Branch of Service

Comments



15 Feb 2014

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(b) (6)

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## OBJECTIVE

To answer the call to serve as an active duty Navy Chaplain where I will utilize my broad world religions' education, as well as my extensive ministerial, clinical pastoral, and counseling experience to improve the well-being of the men and women of the United States Sea Services while enhancing unit cohesiveness, readiness, and resiliency.

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## PROFESSIONAL SUMMARY

- 10+ years of experience in diverse ministerial/pastoral roles
  - Experienced in providing pastoral care to individuals, groups, and families with a variety of emotional, spiritual, and personal needs from diverse backgrounds including age, gender, ethnic, religious, and cultural diversity
  - Trained and experienced in pastoral counseling, religious instruction, spiritual guidance, addictions counseling, grievance, and crisis care
- 

## EDUCATION:

- PhD CANDIDATE (4th year), BRANDEIS UNIVERSITY – Near Eastern and Judaic Studies (Expected in August 2015).
  - DISSERTATION: *The Impact of the Six-Day War on Jewish-Christian Relations, 1967-1983*
  - DISSERTATION FIELD EXAM: Passed December 2013
  - DOCTORAL COMPREHENSIVE EXAMS: Passed With Distinction (April 2013)
  - DOCTORAL FIELDS: Jonathan Sarna (American Religion, U.S.-Israel Relations, America-Holy Land Studies, and Jewish-Christian Relations), Ilan Troen (Israeli Social, Political, and Religious History; Arab-Israeli Conflict), Yehudah Mirsky (Zionist Thought and Israeli Law and Religion).
- MASTER OF ARTS - Near Eastern and Judaic Studies (Focus on Modern Judaism and Islamic Theology) - Brandeis University (Received August 2013; 84 Total Graduate Credits Earned; GPA 3.724)
- HARVARD DIVINITY SCHOOL: 2 courses, Evangelical Theology and Traditional Protestant Theology
- BOSTON COLLEGE SCHOOL OF THEOLOGY: 1 course on Jewish-Christian Dialogue /
- B.A. (CUM LAUDE) – Ancient Near Eastern Studies/Biblical Studies (Focus on the Context and Theology of the Hebrew Bible) – Brigham Young University (Received August 2010; 169 Total Credits Earned; Major GPA 3.92)
- COLUMBIA UNIVERSITY – HERTOG GLOBAL STRATEGY INITIATIVE: On the research team of "The Future of Religious Violence and Apocalyptic Movements." Worked with world's top experts (Peter Bergen, Ed Husain, Jessica Stern, Bill Bratton, etc.) on Al-Qaeda and jihadism to

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produce innovative policy proposals for Council on Foreign Relations, UN, US Government, etc. (May-September 2012)

- HARVARD UNIVERSITY – Intensive Arabic Language Program (May-August 2011) —
- THE INTERDISCIPLINARY CENTER, HERZLIYA - Trained at Institute for Counter-Terrorism (July 2007); focused on religious aspects of terrorist motivation.
- S. DANIEL ABRAHAM CENTER FOR STRATEGIC DIALOGUE, NETANYA COLLEGE – “Iran: A Rogue State” (August 2007)
- TEL-AVIV UNIVERSITY - Ramat-Aviv, Israel – Summer Modern Hebrew Language Ulpan/Israeli History (June-August 2007)
- UNITED STATES NAVAL ACADEMY SUMMER SEMINAR: High School Student Summer Seminar between Junior and Senior year of high school (July 2002)

#### MINISTERIAL EXPERIENCE:

- PRIESTHOOD LEADERSHIP – ASSOCIATE PASTOR FOR ADULT MINISTRIES (September 2013-Present): Ministering to the spiritual and temporal welfare of appx. 100 families in the parish. Delivered monthly sermons on increasing spirituality, family duties, etc. Supervised in-home ministries of 25 other pastors in the parish. Served as spiritual leader and counselor to 40 male Priesthood holders.
- DIRECTOR OF OUTREACH PROGRAMS (September 2012-May 2013): Directed outreach ministry for Boston parish. Supervised ministry of full-time ministers and lay-coordinated efforts. Directed and participated in teaching of new members and activation efforts for less-active members, served as Bishop's primary adviser on new members and less-active members. Assisted members who were in physical and spiritual need under the direction of the Bishop. Carried out temporal welfare disbursements amongst members in need. Directed extensive community service and service projects.
- ADULT MINISTRIES PASTORAL LEADERSHIP, EXECUTIVE ASSISTANT (September 2011-September 2012): Maintained all vital records of Priesthood activities, ordinances, Church attendance, ministry visits, spiritual and temporal condition of Elders and their families, etc. Provided data to Bishop and other auxiliary leaders. Extensive experience with digital ministerial record-keeping.
- MINISTER TRAINING CENTER, PROVO, UTAH - INSTRUCTOR OF NEW FULL-TIME MINISTERS (August 2006-June 2007): Provided full pastoral training to 150 new full-time ministers in the fields of Biblical education, effective teaching, addiction recovery, confessions and repentance training, marriage counseling, parenting, interviews, crisis support, and member strengthening. I encouraged commitment and increased morale among young men and women seeking to engage in 2 years of full-time Church service. 20 hours per week, professional LDS Church employment.
- IN-HOME MINISTRIES PASTOR (August 2003-Present): At least 5 in-home Bible study and ministerial visits per month to various families of the parish for the past 10 years. In total, approximately 600 in-home spiritual and temporal visits over entire ministerial career. Extensive experience acquired in marriage counseling, parenting, employment advising and increasing Bible



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study and prayer habits in the home. Provided pastoral counseling and ministry of presence during times of crisis.

- **BIBLE INSTRUCTION AND RELIGIOUS EDUCATION** (September 2006-September 2011): Taught over 100 lessons in Sunday school settings (45 min.). Sources of instruction from the Hebrew Bible, New Testament, and LDS scriptures. Honed expertise in direct question and answer process of religious education, with the goal of enhancing spiritual and moral commitment among members.
- **FULL-TIME LDS MISSIONARY, NEW JERSEY** (August 2004-August 2006): Initially received professional ministerial training at the Missionary Training Center (Provo, UT 2004). Full-time service included sharing gospel teachings with individuals and groups, performing religious rites such as baptisms, confirmations, and priesthood blessings for the healing of the sick. Gave sermons, administered the weekly ordinance of the Sacrament (Communion) to the congregation, and was deeply involved in all aspects of parish councils and ecclesiastical leadership training. In addition to missionary responsibilities, supervised 50+ missionaries while serving as a Mission Leader. 5,500 hours of total ministry; 1,800 hours study & ministerial training.
- **YOUNG MEN'S YOUTH PASTOR** (August 2003-August 2004): Served as mentor and spiritual counselor to a group of 20 high-school age young men. Combined recreational activities with spiritual instruction to groom boys into spiritually mature young men.
- **OTHER MINISTERIAL EXPERIENCE**: Preached over 40 full sermons to date. Performed over 300 religious rites and ordinances: 20 baptisms and confirmations, 100+ Priesthood blessings with oil or blessings of comfort, 200+ opportunities to prepare, bless, and administer the sacrament (Communion), 8 baby dedications (blessings) as part of a worship service, 1 ordination to the Priesthood (August 2003-Present)
- **FUNERALS**: Organized and gave a sermon at 2 funeral services as full-time LDS Missionary, performed 1 grave dedication ordinance. (August 2005 and January 2006)
- **WEDDINGS**: Assisted in organizing 1 wedding as full-time LDS Missionary (December 2005)

#### **WORK HISTORY:**

- **NATIONAL CHRISTIAN LEADERSHIP CONFERENCE FOR ISRAEL**: Executive Board Member (November 2013-Present). Ecumenical Christian organization in support of Jewish-Christian relations. Participated in high-level dialogue with Jewish rabbinical and community leaders.
- **THE SCHUSTERMAN CENTER FOR ISRAEL STUDIES**: Graduate Assistant for the Summer Institute for Israel Studies (June-July 2013). Assisted in leading an academic tour to Israel for over 20 university professors from all over the world. Gained expertise of Jews, Christians, and Muslims living in the Holy Land – conflict and coexistence, particularly in Jerusalem and the occupied territories.
- **AMERICAN JEWISH ARCHIVES, HEBREW UNION COLLEGE-JEWISH INSTITUTE OF RELIGION**: Rabbi Harold D. Hahn Memorial Fellow (October-November 2013). Conducted doctoral research on the papers of Rabbi Marc Tanenbaum, Interreligious Affairs Director for the American Jewish Committee. Acquired primary source data on Jewish relations with Catholics, mainline Protestants, and Evangelicals.



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- **INTERNATIONAL CHRISTIAN EMBASSY JERUSALEM:** Editorial consultant for the launch of new website – [www.israelanswers.com](http://www.israelanswers.com) (September 2013). Provided expert consulting on Christian attitudes toward the Holy Land.
- **INSTRUCTOR: BRANDEIS UNIVERSITY** (January-May 2012)  
Taught my own accredited course to Brandeis undergraduates on the history of U.S.-Israel relations and Jewish-Christian relations in America. Engaged with students of various religious backgrounds and political orientations.
- **CROWN CENTER FOR MIDDLE EAST STUDIES, BRANDEIS UNIVERSITY:** Graduate editor for new university textbook, *The Arab-Israeli Conflict* with Professors (b) (6) (Israeli), (b) (6) (Palestinian), (b) (6) (Egyptian) (January-May 2012).
- **GRADUATE TEACHING FELLOW – BRANDEIS UNIVERSITY** (January 2011-May 2013):  
Gained experience in teaching undergraduate students in various aspects of modern religious studies:
  - Israeli Social and Religious History w/Prof. (b) (6) (January-May 2013)
  - Introduction to the Quran w/Prof. (b) (6) (January-May 2012)
  - Islamic Institutions and Civilization w/Prof. (b) (6) (August-January 2012)
  - American Judaism w/Professor (b) (6) (January-May 2011)
- **TAMID ISRAEL INVESTMENT GROUP:** Graduate Adviser (January 2012 – May 2013). Provided education and training on the Israeli economy to Brandeis business students. Directed Brandeis students in consulting for Israeli high-tech start-ups.
- **POLITICAL DIRECTOR AT MATT TEMPERLEY FOR U.S. CONGRESS** (May 2012 – January 2013). Chief liaison to PACs, media, voters, campaigns, donors, etc. Acquired experience in political consulting and strategy.
- **INSTRUCTOR: BRANDEIS-OSHER LIFELONG LEARNING INSITUTE (BOLLI)** (September 2010 – May 2013)  
Taught courses to adult learners on U.S.-Israel relations, Islam and the Middle East. Adapted to effectively present new ideas to learners with a wealth of experience and education.
- **PRIVATE TUTOR: EVOLVE TUTORING COMPANY** (September 2010 – May 2013)  
Tutored and coached over 20 high school and college students in the fields of writing, time management, career planning and goals, science, math, history, SATs, ACTs, etc.
- **INSTRUCTOR/RESEARCHER: BRIGHAM YOUNG UNIVERSITY** (January 2009 – August 2010)
  - Biblical History: Teaching Assistant for Dr. (b) (6) (September-December 2010)
  - Middle East History: Teaching Assistant for Dr. (b) (6) (January-May 2009)
  - *Anchor Bible Commentary on Deuteronomy* with Dr. (b) (6) (May 2009 – August 2010)
  - *The Joseph Smith Papers* with Dr. (b) (6) (May 2009 – August 2010)
- **INTERNATIONAL ADMISSIONS OFFICER, BRIGHAM YOUNG UNIVERSITY GRADUATE STUDIES:** Processing international immigration and education documents (i.e. study visas, etc.); processing international financial guarantees for students and donors; legal processing for U.S. Departments of Education and Immigration (Immigration and Customs Enforcement - ICE); processing applications for graduate students from the Middle East and Arabic-speaking countries (January-August 2008).



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(b) (6)

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- **CONSULTANT AT THE CENTER FOR JEWISH-ARAB ECONOMIC DEVELOPMENT** – Herzliya, Israel: Helped launch first North American branch in New York City (January 2011); Worked with Jewish-Arab businesses and educational programs (University of Haifa); enhancing Jewish-Arab economic cooperation; international fundraising; finding employment opportunities for Israeli Arab University graduates in the Israeli high-tech sector; working with Arab-Israeli technology incubators and assisting them in the improvement and marketing of their products (June-September 2007).

#### **LANGUAGES:**

- **MODERN STANDARD ARABIC (FUSHA)** – 6 semesters (January 2009 - May 2012)
- **EGYPTIAN AND PALESTINIAN (LEVANTINE) ARABIC** – 2 semesters and 8 months in the region (June-December 2007 and January-May 2009)
- **MODERN AND BIBLICAL HEBREW** – 10 semesters total; 6 months immersion in Israeli Ulpan (passed Brandeis doctoral Hebrew exam in May 2013)
- **SPANISH LANGUAGE** – Passed Brandeis doctoral Spanish exam (June 2013)

#### **PRESENTATIONS AND PUBLICATIONS:**

- **ASSOCIATION FOR JEWISH STUDIES:** Presented paper on U.S. Military Intelligence and the 1956 Sinai War at special seminar on "Philosemitism and its Paradoxes." (December 2013)
- **AMERICAN JEWISH ARCHIVES:** Presentation on Rabbi Marc Tanenbaum, Interreligious Affairs Director at the American Jewish Committee, on Jewish-Christian relations. (November 2013)
- **JOHN OESTERREICHER CONFERENCE AT SETON HALL UNIVERSITY:** Presentation on "The Impact of the Six-Day War on the Zionist Activism of Msgr. John Oesterreicher." (September 2013)
- **ASSOCIATION OF THE SOCIOLOGY OF RELIGION:** Invited Panel Paper on *Evolving Evangelical Attitudes toward Zionism in the 20<sup>th</sup> Century* (August 2013)
- **BOSTON UNIVERSITY STUDENT GOVERNMENT PRESENTATION:** Economic Sanctions on Iran and its Nuclear Program (November 2012)
- **ASSOCIATION FOR THE STUDY OF THE MIDDLE EAST AND AFRICA (ASMEA):** Presented paper on "The Hidden Imam and Khomeini's Revolution" (November 2011) – Shi'a Islam Political and Religious Thought.
- **AMERICAN-ISRAELI COOPERATIVE ENTERPRISE:** Presented a paper on the development of the U.S.-Israel Military and Intelligence alliance at bi-annual conference (September 2011)
- **ASSOCIATION FOR ISRAEL STUDIES:** Presented on the conflict over Jerusalem (August 2010). Published through AIS: [http://www.aisisraelstudies.org/papers/AIS2010\\_Olson.pdf](http://www.aisisraelstudies.org/papers/AIS2010_Olson.pdf)
- **"THE AUTHENTIC VOICE FOR PEACE":** on Israeli-Palestinian conflict; published in *The Jewish Advocate* (October 2010)
- **STUDIA ANTIQUA, BYU:** Published "The Kerygmata Petri Reconstructed." (October 2009)

#### **FELLOWSHIPS AND AWARDS:**



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(b) (6)

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- SCHUSTERMAN ISRAEL STUDIES FELLOW - Brandeis University (September 2010-Present)  
\$24,000 per year fellowship
- AMERICAN-ISRAELI COOPERATIVE ENTERPRISE SCHOLAR (September 2010-Present)  
\$15,000 per year fellowship.
- BYU NIBLEY FELLOWSHIP FOR RELIGIOUS STUDIES: (August 2011- Present)
- MELLON GRANT, DISSERTATION RESEARCH FELLOWSHIP (June 2013)
- NATIONAL LANGUAGE SERVICE CORPS MEMBER (December 2010-Present): Arabic and Hebrew
- PHI KAPPA PHI HONOR SOCIETY MEMBER (December 2009-Present)
- ORCA GRANT RECIPIENT - received twice for work on Hebrew Bible and Dead Sea Scrolls with Donald Parry and David Seely (May 2009 and May 2010)
- ETTA BETA RHO - Hebrew Honor Society Member since (May 2008 - Present)



**16. APPLICANT'S MOTIVATIONAL STATEMENT (Limited to the visible area.)**

Since I became a minister in The Church of Jesus Christ of Latter-day Saints in 2003, my heart and mind have always been drawn by a dual pull: to my Nation and to my God. My study of the Scriptures has convinced me that the United States of America is central to God's plan for His children, a Nation that will stand as a beacon of liberty to all other nations. A combination of my reading of the Scriptures, along with the tragedy of September 11th, a vicious attack on our homeland, impressed me to apply to the United States Naval Academy before I became a minister in the LDS Church. I believe that God was inspiring me to pursue a Naval Officer's career. I was offered a Principal Congressional Nomination from Congressman John Shadegg of Arizona in 2003, but at that point in my life I decided to put my Church first and serve a 2 year full-time mission. However, during my mission to New Jersey, my desire to serve in the U.S. Navy would not abate. I thought, during multiple occasions throughout my mission, what a tremendous opportunity it would be to serve as a Chaplain in the U.S. Navy, providing a Ministry of Presence for our Sailors. I thought of the unlimited good that the Lord could do, through me.

My choice to go to BYU instead of the Naval Academy after my mission was due to my desire to study my religion more in-depth, from its outstanding Bible and Religion scholars. I considered joining ROTC at multiple points when I was at BYU, but decided to finish my education before military service. I majored in Hebrew Bible and Ancient Near Eastern Studies at BYU, demonstrating my desire to master the foundations of my faith. My desire to minister and preach the Gospel continued, and I was an Instructor at the Missionary Training Center in Provo, Utah for a year, training new LDS professional ministers. That experience was a thrill and I am certain that my training and instruction gave extra strength to the male and female ministers going into the mission field all throughout the world.

Now that my Master's Degree in Near Eastern and Judaic Studies (i.e., Brandeis' Religion Department) from Brandeis University is complete, the same desire to serve with our Sailors has persisted. The Lord has clearly put this desire into my heart and I am certain that I am one of those that He has prepared to accomplish His work, according to His will, for my brothers and sisters defending this Nation.

What gives me the strength to serve our Sailors is the fact that each of them is a child of our Heavenly Father, regardless of his or her religious belief. I am ready to serve every troop I come in contact with. I love all of our Sailors and will minister to them as our Heavenly Father would. The opportunity to become a Navy Chaplain thrills me because I will be able to defend our troops' First Amendment freedoms, to guarantee their inalienable rights to worship "Almighty God according to the dictates of [their] own conscience... how, where, or what they may." The chance to defend this most basic of freedoms, in foreign lands and at home, convinces me of the necessity for Navy Chaplains, and I would be more than grateful and honored to become one.

This duty includes blessing all Sailors as one who bears the Holy Priesthood - a Priesthood designed by God to bless all His children and not only those of my own denomination. Thus I believe in an ecumenical and religiously pluralist approach to Navy Chaplaincy. While I have a deep faith in the Gospel of Jesus Christ, I am fully comfortable operating under the broad Protestant Chaplain umbrella in the US Navy. I love all denominations of Protestants and indeed those of all faiths. After all, my father is an active Lutheran and my mother a practicing Jew.

I especially seek to bless our Sailors who need a moral counselor and a spiritual guide, they being away from their families and friends, and coping with the loneliness, stress, and temptation that results from this. I desire to help them keep their own personal promises with their own God. I see this as my primary role as a Navy Chaplain.

I have recently completed my graduate degree and the Lord has impressed me now to serve my Nation, the United States of America, and to inspire and motivate our Sailors, Marines, and Coast Guardsmen and women to fight for the liberties for which God has endowed us in this country. I will bless our troops that they might go forward in fighting our Nation's wars with the blessing and power of Almighty God. I will ensure, with the grace of the Lord, that our freedoms may be preserved and that we might help establish liberty and justice in all those lands that we go, for all of those children of God in foreign places who desire these precious gifts that we enjoy in our country. As a Navy Chaplain, I can call down the power of heaven to keep our troops safe and close to their Heavenly Father, and, in addition, to loosen the shackles which prevent our brothers and sisters the world over from that freedom which will allow them to worship their Heavenly Father in truth and unobstructed conscience.

Lastly, I believe I can do great good as a Navy Chaplain in working with those of other faiths, particularly those in the Middle East. I have had three years of training in the Arabic language, and served as a Graduate Teaching Fellow for courses on Islamic Civilization and the Qur'an, in addition to courses on the Prophet Muhammad. I am certain that I can play a special role in assisting the U.S. Navy in its missions overseas, to tactfully deter Al-Qaeda recruitment and to earn the cooperation of our Muslim friends in countries where we operate. I believe that my knowledge of religions other than Christianity, including Islam and Judaism, will be helpful as I do my part, as a Navy Chaplain, to help the United States of America win the War on Terror and Violent Extremism.

I certify that all statements made in this application and any additional statements pertaining thereto are entirely true and complete to the best of my knowledge and belief. I understand that failure to answer any correspondence accurately or promptly, or failure to accept an appointment tendered to me will subject my application or appointment to cancellation without further notice.

17. Applicant's Name (b) (6)	(b) (6)	19. Applicant's Tele. Number (b) (6)	20. Date 09 Jan 2014
Applicant's Email (b) (6)			



## HANDWRITTEN STATEMENT

Honor - Courage - Commitment

### PRIVACY ACT STATEMENT

**AUTHORITY AND PURPOSE:** 5 U.S.C. 301, Departmental Regulations; and E.O. 9397 (SSN). Provided information is used to assist officials and employees of the Navy in the management, supervision and administration of Navy personnel (officer and enlisted) and the operations of related personnel affairs and functions.

**ROUTINE USES:** Information will be utilized by Department of the Navy officials in verifying qualifications and suitability for enlistment.

**DISCLOSURE:** Disclosure is voluntary; however, failure to provide the requested information as well as the social security number may result in denial of enlistment into the United States Navy.

Event of Offense	Charge if Cited	City	State
Name(s) of Police Agency(s)	In the Court of		
Place of Residence at the Time of Offense		City	State
Date of the Offense/Charge	Age of Applicant at the Time of Offense/Charge		
Outcome, Disposition if Charged and Final Status			

### Description : Who, What, Where, When, How

I, (Name)

(b) (6)

do honestly declare that:

the Illinois Tollway Collection debt from Nov 2010 has been paid in full as of Sep 2011. There is no further items to resolve. I paid the debt in full. The toll was levied upon me in summer 2008 when I was driving a rental car as a groomsman for my friend's wedding. The rental car was not in my name, but in the name of my friend's mother, (b) (6), who paid for the rental car. For this reason, the toll company could not find me for over 2 years. They contacted the rental car company, who, in 2010, gave them

(b) (6)

Commitment: I affirm that the ab

20140404

(b) (6)

in all respects.

20140404

Applicants Signature

Date

Witness' Signature

Date



**HANDWRITTEN STATEMENT**

Honor - Courage - Commitment

**PRIVACY ACT STATEMENT**

**AUTHORITY AND PURPOSE:** 5 U.S.C. 301, Departmental Regulations; and E.O. 9397 (SSN). Provided information is used to assist officials and employees of the Navy in the management, supervision and administration of Navy personnel (officer and enlisted) and the operations of related personnel affairs and functions.

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Event of Offense	Charge if Cited	City	State
Name(s) of Police Agency(s)	In the Court of		
Place of Residence at the Time of Offense	City	State	
Date of the Offense/Charge	Age of Applicant at the Time of Offense/Charge		
Outcome, Disposition if Charged and Final Status			

**Description : Who, What, Where, When, How**

I, (Name)

do honestly declare that:

my driver's license information. I had moved a few times in those 2 years when the debt company finally called me on the phone for the first time. I initially thought it was a fraud because it took over 2 years for them to levy the debt upon me. I asked them to mail me an official document and I did some research into the issue. I called Illinois Tollway and they verified the record. I asked for the debt to be forgiven because they failed to notify me of it for 2 years. They refused to forgive the debt, so I paid it in full.

**(b) (6)**

Commitment: I affirm that the above

**(b) (6)**

I respects.

Applicants Signature

Date

Witness Signature

Date

## HANDWRITTEN STATEMENT

Honor - Courage - Commitment

### PRIVACY ACT STATEMENT

**AUTHORITY AND PURPOSE:** 5 U.S.C. 301, Departmental Regulations; and E.O. 9397 (SSN). Provided Information is used to assist officials and employees of the Navy in the management, supervision and administration of Navy personnel (officer and enlisted) and the operations of related personnel affairs and functions.

**ROUTINE USES:** Information will be utilized by Department of the Navy officials in verifying qualifications and suitability for enlistment.

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Event of Offense	Charge if Cited	City	State
Name(s) of Police Agency(s)	In the Court of		
Place of Residence at the Time of Offense		City	State
Date of the Offense/Charge	Age of Applicant at the Time of Offense/Charge		
Outcome, Disposition if Charged and Final Status			

### Description : Who, What, Where, When, How

I, (Name)

do honestly declare that:

The reason it took me a few months to pay the debt was because I thought it was a fraud and I believed it was wrong to collect on a debt, with interest, when the debtor had not been notified of the toll violation until 2 years after the fact. However, I took responsibility, paid in full, and put it behind me.

Honor - Courage - Commitment: I affirm that the above

respects.

(b) (6)

Applicants Signature

20140404

Date

(b) (6)

Witness' Signature

20140404

Date



## GPA CALCULATION WORKSHEET

NAME **(b) (6)**

DATE 24-Apr-14

SCHOOL	TIME PERIOD	QUALITY POINTS	CREDIT HOURS	GPA
Brandeis University	Fall 2010-Spring 2013	281.48	75.00	3.70
Brigham Young University	Fall 2006-Summer 2010	396.60	102.00	3.89
The University of Arizona	Fall 2003-Spring 2004	96.00	48.00	4.00
TOTAL		774.08	226.00	3.43

**NOTES:**

- 1) The only grades not counted in the GPA calculation are withdrawals. All failures, regardless of school policy are counted.
- 2) Grades from a school on a ten week quarter system should be adjusted if added with grades from a standard 15 week semester system. Quality points and credit hours from the quarter should be multiplied by 2/3 or .666.

Officer **(b) (6)**

Officer **(b) (6)**

Send To:

(b) (6)  
United States

Official Transcript

(b) (6)  
CER



Brandeis University  
Northham, Massachusetts 02443-2728  
Mark S. Hewitt,  
University Registrar

Name: [REDACTED] Middle Initial: [REDACTED] Student ID: [REDACTED]

Section: [REDACTED] Section Number: [REDACTED] Section Name: [REDACTED]

Section: [REDACTED] Section Number: [REDACTED] Section Name: [REDACTED]

Section: [REDACTED] Section Number: [REDACTED] Section Name: [REDACTED]

Section: [REDACTED] Section Number: [REDACTED] Section Name: [REDACTED]

Section: [REDACTED] Section Number: [REDACTED] Section Name: [REDACTED]

Section: [REDACTED] Section Number: [REDACTED] Section Name: [REDACTED]

Student ID: (b) (6) Name: (b) (6)



Sent To:

(b) (6)  
United States

Official Transcript



Brandeis University  
Waltham, Massachusetts 02453-2728

*Mark S. Hewitt*  
Mark S. Hewitt  
University Registrar

Student ID:	NAME TO POSTGRADUATE, SH. PERS. DATA	4.10	1.00	20
NAME	READING EARLY RESEARCH REPORT	4.00	4.00	8
NAME	RESEARCH-OWN RELATION	4.00	4.00	2
NAME	RESEARCH-OWN RELATION	4.00	4.00	2
NAME	RESEARCH-OWN RELATION	4.00	4.00	2

Student Name: (b) (6)  
Student ID: (b) (6)  
Student Name: (b) (6)  
Student ID: (b) (6)

End of Transcript

(b) (6)

Student ID:

(b) (6)

Name

(b) (6)

# Brigham Young University

(b)(6)

January 2, 2014

Page 1

**STUDENT INFORMATION**

NAME : (b)(6)  
 BYU ID : (b)(6)  
 SSN : (b)(6)  
 BIRTHDATE : (b)(6)  
 GENDER : Male

**DEGREES AWARDED - BRIGHAM YOUNG UNIVERSITY**

DEGREE : BA  
 DATE RECEIVED : Aug 2010  
 DEPARTMENT : International Area Studies  
 MAJOR : Ancient Near Eastern Studies  
 HONORS : Cum Laude

**BYU COURSE WORK**

TEACH AREA	CRS NO.	SEC NO.	H	COURSE DESCRIPTION	SEM HRS	GRD
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**Fall Semester 2006**

DANCE	185	007		Ballroom Dance, Intl Latin, Beg	0.50	A-
HEB	101	002		1st-Year Hebrew	4.00	B+
HEB	133	001	H	Honors Hebrew-Old Testament	4.00	A
PHY S	100	041		Physical Science	3.00	A-
REL A	121	103	H	Hars The Book of Mormon	2.00	A
REL A	301	007	H	Honors: The Old Testament	2.00	A
SEM HR ERN	15.50	HR GRD		15.50 GPA 3.28		

**Winter Semester 2007**

HEB	102	001		1st-Year Hebrew	4.00	A
HEB	132	001		1st-Year Biblical Hebrew	4.00	A-
HIST	239	001		Ancient Near East 330BC-640AD	3.00	A
HONRS	240	001	H	Am Government and Society	3.00	B
REL C	261	006		Family History-Genealogy	2.00	A
SEM HR ERN	16.00	HR GRD		16.00 GPA 3.74		

**Winter Semester 2008**

REL A	212	012		The New Testament	2.00	A
SEM HR ERN	2.00	HR GRD		2.00 GPA 4.00		

**Spring Term 2008**

Withdraw 06 May 2008

**Fall Semester 2008**

ANES	201	001		Introduction to ANES	3.00	A-
ANES	430R	001		Adv Topics in ANES	3.00	A
HEB	331	001		Rdngs in Hebrew Scriptures 1	4.00	A
HIST	238	001		Ancient Near East to 330 BC	3.00	A
REL A	211	008		The New Testament	2.00	A
SEM HR ERN	15.00	HR GRD		15.00 GPA 3.94		

\*\*\* Continued on Next Column \*\*\*

**BYU COURSE WORK**

TEACH AREA	CRS NO.	SEC NO.	H	COURSE DESCRIPTION	SEM HRS	GRD
------------	---------	---------	---	--------------------	---------	-----

**Winter Semester 2009**

ANES	363	001		Hebrew Bible Studies	3.00	A
ANTHR	351	001		Archaeology and the Bible	3.00	A
ARAB	101	001		1st-Year Arabic	4.00	A
HEB	431	001		Rdngs in Hebrew Scriptures 2	4.00	A
MESA	468R	001		Key Issues in Middle East	0.50	A-
REL A	302	003	H	Honors: The Old Testament	2.00	A
SEM HR ERN	16.50	HR GRD		16.50 GPA 3.99		

**Summer Term 2009**

ARAB	102	002		1st-Year Arabic	4.00	A
ENGL	315	001		Writing in the Social Sciences	3.00	A
SEM HR ERN	7.00	HR GRD		7.00 GPA 4.00		

**Fall Semester 2009**

ANES	310	001		Hist & Culture of Anc Israel	3.00	A
HEB	201	001		2nd-Year Modern Hebrew	4.00	A
HEB	432R	001		Ancient Hebrew Texts	2.00	A
HIST	390R	002		Special Topics	3.00	A-
PL SC	474	001		Arab-Palestn-Israeli Conflict	3.00	A
SEM HR ERN	15.00	HR GRD		15.00 GPA 3.94		

**Winter Semester 2010**

ANES	331	001		Rdngs in ANE Texts to 330 BC	3.00	A-
ANES	352R	002		Topics in ANES	3.00	A
ANES	425	001		Senior Seminar in ANES	3.00	A-
HEB	202	001		Intermediate Readings	4.00	A
HEB	432R	001		Ancient Hebrew Texts	2.00	A
SEM HR ERN	15.00	HR GRD		15.00 GPA 3.89		

**BYU GPA SUMMARY**

BYU HR ERN 102.00 HR GRD 102.00 GPA 3.89

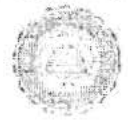
**TRANSFER CREDITS ACCEPTED**

**ADVANCED PLACEMENT**

UNITED STATES HISTORY	07	Score = 4	
HIST 120		U S Through 1877	3.00 P
HIST 121		U S Since 1877	3.00 P
ENGLISH LANGUAGE & COMPOSITION	36	Score = 3	
AP 100R		AP Credit	3.00 P
ENGL 115		College Writing & Reading	3.00 P
EUROPEAN HISTORY	43	Score = 3	
AP 100R		AP Credit	3.00 P
G E 231R		Social & Behavioral Science	3.00 P
AP HR ERN	18.00	HR GRD	0.00

\*\*\* Continued on Page 2 \*\*\*

(b)(6)



# Bryant Young University

Phone: 801-460-2100

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January 2, 2014

## STUDENT INFORMATION

NAME : (b) (6)  
BYU ID :  
SSN :  
BIRTHDATE :  
GENDER : Male

## TRANSFER CREDITS ACCEPTED

Orem Institute of Religion	(UT)	Attended from 2008 to 2008
TRN HR ERN	2.00	HR GRD 2.00
Rio Salado Community College	(AZ)	Attended from 2008 to 2008
TRN HR ERN	13.00	HR GRD 13.00
Tucson Institute of Religion	(AZ)	Attended from 2003 to 2004
TRN HR ERN	10.00	HR GRD 10.00
University of Arizona	(AZ)	Attended from 2003 to 2004
TRN HR ERN	24.00	HR GRD 24.00
TRN HR ERN	67.00	HR GRD 49.00
-----		
TOT HR ERN	169.00	HR GRD 151.00
***** End of Transcript *****		

(b) (6)

(b) (6)



INTERVIEW SHEET (See information on reverse before completing)					
NAME:		PROGRAM FOR WHICH APPLYING:		DATE:	
(b) (6)		CCPO Chaplain Candidate		7 March 2014	
PERSONAL QUALITIES					
DESCRIPTIVE: Observe the applicant and write 6 adjectives or phrases that you believe to be most descriptive of the applicant.					
1. Well-Dressed		2. Good Posture		3. Sincere	
4. Confident		5. Relaxed		6. Speaks Clearly	
INTERVIEWED VIA: Telephone <input type="checkbox"/> In-Person <input checked="" type="checkbox"/> Other Type of Electronic Media <input type="checkbox"/> List Type <input type="checkbox"/>					
EVALUATIVE: Consider the applicant as a potential Naval Officer and evaluate him/her on the following:					
APPEARANCE AND POISE	OUTSTANDING	EXCELLENT	GOOD	AVERAGE	LESS THAN AVERAGE
ORAL COMMUNICATION AND EXPRESSION OF IDEAS	OUTSTANDING	EXCELLENT	GOOD	AVERAGE	LESS THAN AVERAGE
LEADERSHIP POTENTIAL	OUTSTANDING	EXCELLENT	GOOD	AVERAGE	LESS THAN AVERAGE
YOUR WILLINGNESS TO HAVE INDIVIDUAL SERVE UNDER YOUR COMMAND WHEN COMMISSIONED	PARTICULARLY LIKE TO HAVE	PREFER TO MOST	BE PLEASED TO HAVE	BE SATISFIED WITH	PREFER NOT TO HAVE
	10	9	8	7	6
			7		
COMMENTS: A summary statement evaluating the applicant is required. All extreme ratings marked by an asterisk (*) should be further commented upon.					
(b) (6) was engaged throughout the entire interview as he displayed a keen interest in the Navy. He has had conversations with several Navy chaplains resulting in a growing desire to be endorsed leading to Active Duty. He is thoughtful and articulate. He has developed a greater understanding of military life and enjoys staying healthy via physical fitness.					
PROGRAM MOTIVATION (Indicate the applicant's motivation for the program for which applying)	VERY HIGHLY MOTIVATED FOR PROGRAM	DEFINITELY MOTIVATED FOR PROGRAM	MOTIVATED FOR NAVY - PROGRAM NOT IMPORTANT	MOTIVATED FOR COMMISSION - PROGRAM AND SERVICE NOT IMPORTANT	UNABLE TO DETERMINE
	X				
POTENTIAL AS A CAREER NAVAL OFFICER	OUTSTANDING (1)	EXCELLENT (2)	GOOD (3)	AVERAGE (4)	LESS THAN AVERAGE (5)
		X			
COMMENTS: Supplement or qualify the motivation rating and potential as a career Naval Officer, as appropriate.					
He has already talked to his immediate family and definitely wants to be a part of the Navy chaplain community. He voices acceptance of diversity as a way of life... diversity of cultures, religion and work environments.					
(b) (6)		(b) (6)		GRADE, DESIGNATOR, (IF ANY), BRANCH OF SERVICE	
				O-4, 4100, USN	



7 March, 2014

From: Chaplain Program Officer, NRC, Dallas, TX  
To: Chaplain Program Manager, NRC, Millington, TN

Subj: APPRAISAL ICO, 4100, (b) (6) NRD (b) (6)

1. (b) (6) and I met on Friday morning, he was dressed in a suit and tie and came across as very confident and professional. He began by telling me about his family's diverse religious background. The father was Evangelical Lutheran and his mother was a Reformed Jew. It made for some interesting times as both faiths' beliefs and holidays were celebrated without combining the two. (b) (6) truly believes this left him with a rich heritage that led to his eventual desire to serve others in ministry. Around the age of fourteen he began his own journey of faith and truth. His father's faith had left him with warm feeling for Jesus but was ambiguous to him. During high school some LDS friends invited him to church and because of their beliefs and morals Jason began to follow their teaching. While serving as a missionary for two years in the New York/New Jersey area the desire to serve in some capacity on a full time basis took root. After his mission he formed a plan to attend school and eventually obtain his Master Degree and pursue chaplaincy.
2. The call to the Navy Chaplaincy had its prelude in the fact that the family had a sailboat that was and still is used quite often and life at sea took on a great interest. Since high school Mr. (b) (6) has felt the need to do his part for the country in the military. With the interest in the sea and believing the Navy makes a difference everyday seeking to be a Navy Chaplain was the obvious direction to go.
3. When asked about institutional ministry he answered that it is being a part of a team that seeks to minister to the whole institution and the individuals within. All this is done understanding the framework which the institution has for ministry. He truly looks forward to being able to do this as he seems to thrive on pluralism. As a missionary he constantly sought out others of various faith groups to engage in dialogue especially Rabbis, Imams and Priests. With such a heightened sense of diversity working with and for women was of no concern and he has worked with them in his church.
4. His greatest ministry challenge has been to refrain from judging others and helping to set an example of what a good man should be. This was particularly played out when he and another young man went to the aid of a young lady in an abusive and threatening relationship. They helped her move to a safer place without getting in an altercation. Jason's greatest strength was tested here as he had to have patience in dealing with others mistakes.
5. (b) (6) and his wife have discussed thoroughly the possibilities of going into harm's way and understand that this is where God wants them at this time. At some point he would like to be stationed in the Middle East/Persian Gulf area where he could use his Arabic and the understanding he has of the religions of the region.
6. With a burning desire to be a servant being a junior person on a staff would be just the place he would want to be. Approaching a senior officer with a disagreement one should have the servant attitudes of humility and meekness yet present your case or perspective and then live with the result.

7. (b) (6) is one of the few of what I would call studious or scholarly young men that seems to have some real world experience with a broad cross section of people and cultures. He has no qualms about engaging individuals of any faith background and learning about their beliefs in order to serve them better. His conversational ability and calm demeanor enable the servant approach he has toward people. Mr. (b) (6) is nearly finished with a PhD and brings a wealth of knowledge and ability with understanding Hebrew and speaking Arabic. These are skills that could be greatly used in the Chaplain Corps as a whole or with individual commanders. I believe his humble wish to serve would be of benefit to all around him and I highly recommend we bring him onto active duty as soon as possible.

(b) (6)

CDR, CHC, USN

Chaplain Programs Officer, Southwest



**21. OFFICER RECRUITER'S REMARKS (Limited to the visible area.)****\*\*\*FOCUSED, ENERGETIC; AN IDEAL CANDIDATE\*\*\***

- Focused. (b) (6) has exhibited this attribute by continually following up with his recruiter throughout the lengthy application process and ensuring all documentation remained up to date and accurate. He truly wants to serve and displayed his devotion to the United States Navy by never giving up.

- Energetic. He exhibits the vitality it takes to accept such a strong position within the Navy. He is willing to make sacrifices and understands the obligations a chaplain must make.

(b) (6) will be a great addition to the Navy. His drive, personal dedication, and integrity make him the ideal candidate which I give my strongest possible recommendation for selection.

**22. OFFICER PROCESSOR'S SUMMARY (Limited to the visible area.)****23. Recruiting Operations Officer (R-OPS) REMARKS (Limited to the visible area.)****\*\*\*A HIGHLY MOVITATED AND DETERMINED CHAPLAIN CANDIDATE\*\*\***

(b) (6) is an extremely devoted and driven individual who will make an outstanding addition to the Chaplain community. He knows what it takes to be successful and is prepared for any sacrifice that must be made.

- Leader. He continuously demonstrates strong leadership traits with a positive attitude. He has an abundance of experience leading and motivating individuals as both an educator and pastor.

(b) (6) has an exceptional attitude with an unparalleled willingness to get the job done. He displays all the outstanding qualities of a successful leader and is a superb candidate for the United States Navy Chaplain Corps.

24. Based upon all available information, it is my opinion that the applicant is recommended as follows for appointment in the U.S. Navy or U. S. Navy Reserve for the programs listed above in order of preference listed.

☒ Highly Recommended ☐ Recommended ☐ Not Recommended

**25. Recruiting Personnel Certification**

I certify that the information contained on this document, to include my personal remarks, are true and accurate to the best of my ability. I also understand that information from this form will be used to create documents for the OFFICIAL PERSONNEL RECORD. ALL information provided in this document has been verified against the proper source documents (ie. Birth Certificates and SSN Cards) and is accurate to include the proper spelling of the applicant's complete name and SSN.

26. Date 2014 Feb 24	27. Recruiter's Telephone Number (Include area code) (b) (6)	28. Recruiter's Name (b) (6)
29. Date 2014 Apr 24	30. Processor's Telephone Number (Include area code) (b) (6)	31. Processor's Name (b) (6)
32. Date 2014 Apr 25	33. R-OPS Telephone Number (Include area code) (b) (6)	34. ROPS Name LT (b) (6)

APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
<b>10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")</b>				
<input checked="" type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input type="checkbox"/> c. OTHER (Specify)		
<b>11. HOW LONG HAVE YOU KNOWN THE APPLICANT?</b>		<b>12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE</b>		
a. FROM (YYYYMMDD) 20110215	b. TO (YYYYMMDD) 20140105			
<b>13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM</b>		<b>14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.</b>		
a. FROM (YYYYMMDD) 20110315	b. TO (YYYYMMDD) 20130531			
<b>15. HOW DO YOU RATE THE APPLICANT'S:</b>		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY			X	
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP			X	
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
<b>16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)</b>			X	
<b>17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)</b>			X	
<b>18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.</b>				
<p><b>(b) (6)</b> tutored a number of students for me over the course of two school years. I placed a great deal of trust in him, as we was doing this tutoring in the students home. <b>(b) (6)</b> was able to take his academic intelligence and utilize it to help students move forward. In general, he accomplished his goals with the students he worked with, and was able to help them achieve in ways that they were not able to on their own.</p> <p><b>(b) (6)</b> was dependable, never missing a scheduled session, and was open to feedback during our supervision sessions. I found him to be a person with strong values, someone who is well spoken, respectful, and has a great deal of integrity, both professionally and personally. My feeling is that any organization who hires him will be better off for it. I know that I would hire <b>(b) (6)</b> back in a second if given the chance.</p>				
<b>19. PERSON COMPLETING QUESTIONNAIRE</b>				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		<b>(b) (6)</b>		
<b>(b) (6)</b>		d. DATE SIGNED (YYYYMMDD) 20140106		



APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
a. EMPLOYER <input checked="" type="checkbox"/>		b. SCHOOL OFFICIAL <input type="checkbox"/>		c. OTHER (Specify) <input type="checkbox"/>
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?			12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE	
a. FROM (YYYYMMDD) May 2011		b. TO (YYYYMMDD) Current		<b>(b) (6)</b>
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM			14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.	
a. FROM (YYYYMMDD) May 2011		b. TO (YYYYMMDD) May 2013		
15. HOW DO YOU RATE THE APPLICANT'S: (Indicate with an "X")				
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="checkbox"/>		
b. ADAPTABILITY		<input checked="" type="checkbox"/>		
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="checkbox"/>		
d. INITIATIVE		<input checked="" type="checkbox"/>		
e. JUDGMENT		<input checked="" type="checkbox"/>		
f. PHYSICAL FITNESS				<input checked="" type="checkbox"/>
g. LEADERSHIP		<input checked="" type="checkbox"/>		
h. MATURITY		<input checked="" type="checkbox"/>		
i. DEPENDABILITY		<input checked="" type="checkbox"/>		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.			(Indicate with an "X")	
			YES	NO
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)				<input checked="" type="checkbox"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)				<input checked="" type="checkbox"/>
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>I am the Bishop of the Western 1st ward in the Boston, MA area. For a period of nearly two years I worked every week with <b>(b) (6)</b> in his capacity as our Elders Quorum secretary and the leader of our ward mission. As the Bishop, I oversee all the activities of the 420 members of our ward (equivalent to a parish). <b>(b) (6)</b> was selected by me from our congregation to two important leadership positions because of his desire to serve and minister to others in need, his initiative and his dependability. I trust <b>(b) (6)</b> completely and recommend him without reservation or hesitation. My most lasting memory of <b>(b) (6)</b> and his service to those of our congregation was when he went to an abused woman's home to help her relocate away from her abusive boyfriend. He handled the situation with the utmost respect, courage and love; he was willing to literally put himself in potential harm's way to help another.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)			b. TITLE	
<b>(b) (6)</b>			Bishop <b>(b) (6)</b>	
c. SIGNATURE			d. DATE SIGNED (YYYYMMDD)	
<b>(b) (6)</b>			1/7/14	



APPLICANT'S NAME (Last, First, Middle Initial): <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input checked="" type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input type="checkbox"/> c. OTHER (Specify)		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HOME ADDRESS		
a. FROM (YYYYMMDD) 20130801	b. TO (YYYYMMDD) PRESENT 20140110	<b>(b) (6)</b>		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD) 20131013	b. TO (YYYYMMDD) PRESENT 20140110			
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="checkbox"/>		
b. ADAPTABILITY		<input checked="" type="checkbox"/>		
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="checkbox"/>		
d. INITIATIVE		<input checked="" type="checkbox"/>		
e. JUDGMENT		<input checked="" type="checkbox"/>		
f. PHYSICAL FITNESS				<input checked="" type="checkbox"/>
g. LEADERSHIP		<input checked="" type="checkbox"/>		
h. MATURITY		<input checked="" type="checkbox"/>		
i. DEPENDABILITY		<input checked="" type="checkbox"/>		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)				<input checked="" type="checkbox"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			<input checked="" type="checkbox"/>	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>If have been impressed with <b>(b) (6)</b> since the first time I met him. When <b>(b) (6)</b> moved into our Ward (Parish) he immediately engaged in positive interaction with others. He was outgoing and a very active participate in our Quorum's scripture study discussions. In October, when I needed to reorganize my Presidency, I had no hesitation in selecting <b>(b) (6)</b> to serve in the position as Second Counselor. Since that time, <b>(b) (6)</b> has proven that I made the correct decision.</p> <p><b>(b) (6)</b> has shown great leadership in our Quorum. He provides helpful discussion in our presidency meetings and leads by his example and desire to serve the other members of the Quorum. <b>(b) (6)</b> doesn't always wait for me to give him assignments, but is often aware of needs in our Quorum and is proactive in assisting with these needs. <b>(b) (6)</b> cares for the men in our Quorum, and this evident in the way he speaks of others and interacts with others. We often make visits to the homes our our Quorum members. During these visits, I have been impressed with how <b>(b) (6)</b> listens to the men and shows his concern for them and their needs. <b>(b) (6)</b> has been able to adapt quickly to the requirements of the position. He is very attentive and makes takes time to understand particular issues facing our Quorum so that he can best be prepared to assist in our efforts to serve our Quorum members.</p> <p>Lately, my full-time personal employment has not allowed me to spend all the time I would desire in my position as <b>(b) (6)</b>. During this time, I have been to rely heavily on <b>(b) (6)</b> to pick up the extra burden and he has been very capable in picking up this burden. I have enjoyed working with <b>(b) (6)</b> and highly recommend him as a LDS Chaplin in the Navy.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
<b>(b) (6)</b>		<b>(b) (6)</b>		
c. SIGNATURE			d. DATE SIGNED (YYYYMMDD)	
<b>(b) (6)</b>			20140110	



Olson, Jason, M.

10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")

<input type="radio"/> a. EMPLOYER	<input type="radio"/> b. SCHOOL OFFICIAL	<input checked="" type="radio"/> c. OTHER (Specify) Ecclesiastical leader and supervisor
11. HOW LONG HAVE YOU KNOWN THE APPLICANT? a. FROM (YYYYMMDD) 20100901		b. TO (YYYYMMDD) Present
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM a. FROM (YYYYMMDD) 20100901		b. TO (YYYYMMDD) 20120901
12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE Ward Mission Leader in the Boston Stake		
14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN. Parish boundaries changed and Mr. (b) (6) became part of a new parish unit.		

15. HOW DO YOU RATE THE APPLICANT'S:

(Indicate with an "X")

	OUTSTANDING	AVERAGE	UNSATISFACTORY	NOT OBSERVED
a. TRUSTWORTHINESS	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. ADAPTABILITY	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. ABILITY TO WORK WELL WITH OTHERS	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. INITIATIVE	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. JUDGMENT	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. PHYSICAL FITNESS	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. LEADERSHIP	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. MATURITY	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. DEPENDABILITY	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR  
KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.

(Indicate with an "X")

	YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>

18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND  
ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.

(b) (6) was a member of the church congregation over which I presided as bishop.

He diligently served the members of our ward family, as a visiting home teacher and primary teacher. He actively sought out opportunities to serve outside of formal assignments. For example, he consistently jumped up to administer the sacrament when he observed a need. In addition, he planned and moderated a large group discussion on the parallels between Judaism (his religious heritage from which he converted to the church against the wishes of his family) and Mormonism. The session was well received and he was surrounded afterwards by members eager to learn more. We were edified by his ability to deliver clear, articulate and trenchant analysis of this fascinating subject - one that he is passionate about.

I fully endorse his candidacy.

19. PERSON COMPLETING QUESTIONNAIRE

a. TYPED OR PRINTED NAME (Last, First, Middle Initial) (b) (6)	b. TITLE Former bishop
c. SIGNATURE (b) (6)	d. DATE SIGNED (YYYYMMDD) 20130105

APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input type="radio"/> a. EMPLOYER	<input type="radio"/> b. SCHOOL OFFICIAL	<input checked="" type="radio"/> c. OTHER (Specify) <i>Religious Authority</i>		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) <i>2004 06 01</i>	b. TO (YYYYMMDD) <i>Current</i>	<i>MASTERS</i>		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)			
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. ADAPTABILITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. INITIATIVE		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. JUDGMENT		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. PHYSICAL FITNESS		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
g. LEADERSHIP		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. MATURITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. DEPENDABILITY		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)		<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p><b>(b) (6)</b> is one of the most passionate people I know for love of God &amp; Country. He endured rejection from loved ones for what he knew was right, it did not move him from his objective. Through consistency in his faith he has won over his loved ones again &amp; they realize that he is a better person for Never <del>waiving</del> waiving from his ideals. <del>As</del> As a Bishop &amp; former Navy reserve officer I can't think of a better person to have in this assignment. It is an honor to give him my highest recommendation!</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME		b. TITLE		
<b>(b) (6)</b>		Bishop		
c. SIGNATURE			d. DATE SIGNED (YYYYMMDD)	
<b>(b) (6)</b>			2014 01 14	



APPLICANT'S NAME (Last, First, Middle Initial) <b>(b) (6)</b>			
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")			
<input type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input checked="" type="checkbox"/> c. OTHER (Specify) <b>(b) (6)</b> was a full time minister in our local parish.	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE	
a. FROM (YYYYMMDD) 10/31/2004	b. TO (YYYYMMDD) 01/10/14		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.	
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)		
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")	
		OUTSTANDING	AVERAGE
a. TRUSTWORTHINESS		X	
b. ADAPTABILITY		X	
c. ABILITY TO WORK WELL WITH OTHERS		X	
d. INITIATIVE		X	
e. JUDGMENT		X	
f. PHYSICAL FITNESS		X	
g. LEADERSHIP		X	
h. MATURITY		X	
i. DEPENDABILITY		X	
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")	
		YES	NO
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.			
<p>My husband and I have seen that whatever <b>(b) (6)</b> does, he does 100%. Ten years ago when we met <b>(b) (6)</b> he talked about his decision not to attend West Point. At that stage of his life, he was newly converted to the Church of Jesus Christ of Latter Day Saints; and he had immersed himself into the religious doctrine by attending the Missionary Training Center and going into the missionary field for two years. When he decided to major in Hebrew Bible and Near Eastern Studies at BYU, it was the same dedication to the subject matter. While completing his Master's Degree at Brandeis University, he was invited to speak at several out of state panels, including at Seton Hall University. At his young age, he was considered to be an expert in his field. <b>(b) (6)</b> has always shown the capacity to listen and to sympathize. He is a kind individual. He is able to answer questions about the Bible, gospel scriptures and the history of the Near East; however, his scholarship is a small part of what would make him a good Navy Chaplain. <b>(b) (6)</b> is a Captain in the U.S. Army stationed at Fort Stewart. He has a command, and he is involved in the issues that soldiers, as any employee, may bring to the "office". However, there are times when something more is required, and when a Chaplain can give solace and support. My cousin is a Catholic priest and he often says that the no one calls in the middle of the night with good news. On the contrary, there is a death, an illness, a despondency. <b>(b) (6)</b> would be fit to take those phone calls and direct his entire attention to that member of the flock whether he knows them or not. The outstanding characteristic of <b>(b) (6)</b> is his dedication. He is married with two young children. He is a good husband and father. I have seen him balance his work commitments with his family. He would understand both the stress of work life and family life. Since <b>(b) (6)</b> served as a missionary, he is able to empathize with each individual and assess their needs. I have also seen him work with difficult people. His demeanor is to listen closely, to respond softly and slowly and to show the individual that he understands their concerns. A heated situation then quickly cools off. My godson is a second class midshipman at Annapolis. I would be comfortable with Jason serving as the Chaplain for my godson because I would know that <b>(b) (6)</b> would put 100% of his efforts into guiding the men under his care.</p> <p><b>(b) (6)</b> qualities are that he is a religious scholar, and he has has the background to preach. In addition he is a good listener and communicator. Since he was in college, <b>(b) (6)</b> has been moving from place to place for school, missionary work, graduate school and internships. He understands the stress that moving frequently can bring, especially to a family. Since he is a husband and father, he will be able to empathize with those issues unique to family life/navy life. I am confident that <b>(b) (6)</b> will be a strong addition to your ministry.</p>			
19. PERSON COMPLETING QUESTIONNAIRE			
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		<b>(b) (6)</b>	
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)	
<b>(b) (6)</b>		2014/01/10	



## STATEMENT OF ECCLESIASTICAL ENDORSEMENT

OMB Number 0704-0190  
OMB approval expires  
Oct 31, 2014

The public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, Suite 02G09, Alexandria, VA 22350-3100 (0704-0190). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO CHIEF OF CHAPLAINS (ITEM 2).

## PRIVACY ACT STATEMENT

**AUTHORITY:** 10 U.S.C. Sections 136, 533(a)(1), 643, 827, 3353(a)(1), and 5600(a)(1); DoD Directive 1304.19; DoD 1304.28; and E.O. 9397, as amended (SSN).  
**PRINCIPAL PURPOSE(S):** The information collected on this form is used to verify the professional and ecclesiastical qualifications of Religious Ministry Professionals for initial appointment or chaplains change of career status appointments as chaplains in the Military Services. This form is an essential element of a chaplain's professional qualifications and will become part of a chaplain's military personnel record. Completed forms are covered by recruiting and official military personnel file SORNs maintained by each of the Services.

**ROUTINE USE(S):** The DoD "Blanket Routine Uses" found at [http://privacy.defense.gov/blanket\\_uses.shtml](http://privacy.defense.gov/blanket_uses.shtml) apply to this collection.

**DISCLOSURE:** Voluntary. However, failure to provide the requested information may significantly delay the processing of this endorsement.

## 1. FROM (To be completed by Endorsing Agent)

a. TYPED OR PRINTED NAME OF RELIGIOUS ORGANIZATION GRANTING RELIGIOUS MINISTRY PROFESSIONAL ENDORSEMENT  The Church of Jesus Christ of Latter-day Saints	b. DATE OF CURRENT INTERNAL REVENUE CODE (IRC) 501(c)(3) EXEMPT STATUS 20060101	c. EMPLOYER IDENTIFICATION NUMBER (IRC) 23-7300405	
	d. TELEPHONE (Include Area Code) (801) 240-2286	e. FAX NUMBER (Include Area Code) (801) 240-4811	
f. ADDRESS. (1) STREET (Include apartment or suite number) 50 East North Temple Street, Room 2050	(2) CITY Salt Lake City	(3) STATE UT	(4) ZIP CODE 84150
g. E-MAIL ADDRESS PST-Military@ldschurch.org		h. WEB SITE www.lds.org	

2. TO		b. ADDRESS. (1) STREET (Include apartment or suite number) Code N0971T (Endorsements) 2000 Navy Pentagon, Room (b) (6)	
a. CHIEF OF CHAPLAINS (X appropriate block)	(1) ARMY (2) NAVY (3) AIR FORCE	(2) CITY Washington	(3) STATE DC
		(4) ZIP CODE 20350-2000	

3. PROSPECT INFORMATION. a. IS THIS AN INITIAL ENDORSEMENT? (X one) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			
b. TYPED OR PRINTED NAME (Last, First, Middle Initial) (b) (6)		c. SOCIAL SECURITY NUMBER (b) (6)	
d. ADDRESS. (1) STREET (Include apartment or suite number) (b) (6)		(2) CITY (b) (6)	(3) STATE (b) (6)
		(4) ZIP CODE (b) (6)	
f. E-MAIL ADDRESS (b) (6)			
g. NUMBER OF YEARS OF PROFESSIONAL MINISTRY EXPERIENCE PROSPECT HAS COMPLETED 5		h. NUMBER OF MONTHS OF PRIOR ACTIVE MILITARY SERVICE PROSPECT HAS COMPLETED (1) OFFICER 0 (2) ENLISTED 0	

i. APPLICATION IS FOR (X one)	(1) RESERVE (Non-Active Duty)	(4) EXTENDED ACTIVE DUTY (Indefinite)
	(2) NATIONAL GUARD	(5) REGULAR COMMISSIONED OFFICER
	<input checked="" type="checkbox"/> (3) INITIAL ACTIVE DUTY (3 years)	(6) RESERVE (AGR)

## 4. ECCLESIASTICAL ENDORSING AGENT (To be completed by Endorsing Agent)

a. AS THE ECCLESIASTICAL ENDORSING AGENT AUTHORIZED TO REPRESENT (Name of religious organization) (Item 1) (b) (6)			
I HEREBY VERIFY THE ABOVE PROSPECTIVE CANDIDATE TO BE PROFESSIONALLY QUALIFIED AS A RELIGIOUS MINISTRY PROFESSIONAL FOR THE MILITARY CHAPLAINCY.			
b. TYPED OR PRINTED NAME (Last, First, Middle Initial) (b) (6)		c. E-MAIL ADDRESS (b) (6)	
d. ADDRESS. (1) STREET (Include apartment or suite number) (b) (6)		(2) CITY (b) (6)	(3) STATE (b) (6)
		(4) ZIP CODE (b) (6)	
e. TELEPHONE (Include Area Code) (b) (6)	f. FAX NUMBER (Include Area Code) (b) (6)	g. SIGNATURE (b) (6)	
		h. DATE SIGNED (YYYYMMDD) 20140203	

## 5. COMMENTS

(b) (6) has a BA in Biblical Studies from Brigham Young University, an MA in Near Eastern and Judaic Studies with a focus on modern Judaism and Islamic Theology from Brandeis University, and is currently a PhD candidate at Brandeis. He also took courses at Harvard Divinity School on Evangelical Christian and Traditional Protestant Theologies and at Boston College School of Theology on Jewish-Christian Dialogue. While at Brandeis, he was a teaching fellow and instructor for multiple religious studies courses. In addition, (b) (6) is fluent in Hebrew, Arabic, and Spanish. He was ordained in 2004 and served a full-time, two-year mission for the Church of Jesus Christ of Latter-day Saints (LDS) where he gained extensive ministry experience. In this capacity, he shared gospel teachings with individuals and groups, performed religious rites such as baptisms, confirmations, and priesthood blessings for the healing of the sick. He gave sermons, administered the weekly ordinance of the Sacrament (Communion) to the congregation, and was deeply involved in all aspects of parish councils and ecclesiastical leadership training. In addition, he supervised 22 missionaries as a District Leader. In his local congregation, he has served as Director of Outreach programs, Religious Education Instructor, and Associate Pastor over Adult Ministries. He fully embraces ministry in a pluralistic environment and has the complete support of his family. I wholeheartedly endorse him as a Navy Chaplain and know he will excel in the ministry and serve with distinction.

Rank	Name	Service	Capacity	Phone
Hon.	Charles T. Hagel	SECDEF	OFF	
Hon.	Raymond E. Mabus, Jr.	SECNAV	OFF	
				(b) (6) Please call on Black Berry - (b) (6) (b) (6)
Hon.	Jessica L. Garfola Wright	USDPR/DoD	OFF/IND	(b) (6)
RADM	Mark L. Tidd	USN (ret)	IND	(b) (6)
RADM	Margaret G. Kibben	USN	OFF/IND	
RDML	Annie B. Andrews	USN	OFF/IND	(b) (6) cell
RDML	Gregory C. Horn	USN (ret)	OFF/IND	DSN: (b) (6) Comm: (b) (6) Cell: (b) (6)
Brig Gen	Bobby V. Page	USAF	OFF/IND	(b) (6)
MG	Donald L. Rutherford	USA	OFF/IND	(b) (6)
BG	Charles R. Bailey	USA	OFF/IND	(b) (6)

Email

Agency Attorney POC by Service

Notes

(b) (6)

(b) (6)

(b) (6)

(b) (6)

Next week is best (20-23 JAN)  
anytime between 1200-1500

1100 1/15/15  
TBD  
TBD  
Jan 20-21 10am-4pm

PENDING

available 1 p.m. 1/15/15  
set up through (b) (6)  
set up through (b) (6)





DEPARTMENT OF THE NAVY  
BUREAU OF NAVAL PERSONNEL  
5720 INTEGRITY DRIVE  
MILLINGTON, TN 38055-0000

BUPERS 0514  
1 July 2014

MEMORANDUM

From: Equal Employment Specialist, BUPERS EEO Office, Millington, TN

To: Jason Heap

Subject: NOTICE OF AGGRIEVED PERSON'S RIGHTS AND RESPONSIBILITIES

This is to notify you that you have the following rights and responsibilities regarding the processing of your complaint. It is important that you understand each of these as they may affect the way in which your complaint is processed.

**1. YOU HAVE THE RIGHT TO REMAIN ANONYMOUS DURING THE INFORMAL PROCESS.**

a. If you choose to remain anonymous, your anonymity is **only** protected during the informal stage of the complaint process and only if you are not alleging discriminatory harassment, including sexual harassment.

b. If you file a formal complaint, your anonymity is no longer protected.

\_\_\_\_\_ I waive my right to anonymity during the informal process.

\_\_\_\_\_ I do not waive my right to anonymity during the informal process.

\_\_\_\_\_  
(initials)

**2. YOU HAVE THE RIGHT TO REPRESENTATION, YOU ARE RESPONSIBLE FOR NOTIFYING THE EQUAL EMPLOYMENT OPPORTUNITY OFFICE, IN WRITING, OF ANY REPRESENTATIVE (ATTORNEY OR NON-ATTORNEY) OBTAINED.**

a. If you obtain a representative, you must provide written notice of your representative's name, address, and telephone number. All official correspondence shall be addressed to the representative, with copies provided to you.

b. If you designate an attorney as your representative, service of documents and decisions shall be made on the attorney and timeframes for receipt of materials shall be computed from the time of receipt by the attorney.

c. You must serve all official correspondence on the designated representative of the agency.

\_\_\_\_\_  
(initials)

3. **YOU HAVE THE RIGHT TO CHOOSE BETWEEN ALTERNATIVE DISPUTE RESOLUTION (ADR) OR TRADITIONAL EEO COUNSELING AT THIS TIME. YOU WILL BE PROVIDED ADDITIONAL INFORMATION ABOUT EACH PROCEDURE. PLEASE BE ADVISED THE AGENCY MAY DECLINE TO PARTICIPATE OR OFFER ADR ON A CASE BY CASE BASIS. (ELECTION FORM AT ATTACHMENT 1 MUST BE COMPLETED).**

\_\_\_\_\_  
(initials)

4. **YOU HAVE THE RIGHT TO FILE A FORMAL COMPLAINT, A CLASS COMPLAINT, AND/OR A CIVIL ACTION.**

a. You have 15 calendar days from receipt of the Notice of Right to File to file a formal complaint of discrimination.

b. Only the matter(s) raised during informal counseling (or issues like or related to issues raised during informal counseling) may be alleged in a subsequent formal complaint filed with the EEO Office.

c. The issues in the formal complaint, which were discussed with the Equal Employment Opportunity (EEO) Office, and the matter giving rise to the complaint, must be sufficiently precise to describe the action(s) or practice(s) that form the basis of the complaint.

d. You may amend a complaint at any time prior to the conclusion of the investigation to include issues or claims like or related to those raised in the complaint. After requesting a hearing, you may file a motion with the administrative judge to amend a complaint to include issues or claims like or related to those raised in the complaint.

\_\_\_\_\_  
(initials)

5. **IN PRESENTING OR PROCESSING A DISCRIMINATION COMPLAINT, YOU WILL BE FREE FROM RESTRAINT, INTERFERENCE, COERCION, HARASSMENT, DISCRIMINATION, AND REPRISAL.**

\_\_\_\_\_  
(initials)

6. **ENTITLEMENT:**

If you are a prevailing party as a result of your discrimination complaint, you could be eligible for possible remedies.

\_\_\_\_\_  
(initials)

**7. IF YOU ARE AN EMPLOYEE(S) COVERED BY A COLLECTIVE BARGAINING AGREEMENT THAT PERMITS ALLEGATIONS OF DISCRIMINATION TO BE RAISED IN A NEGOTIATED GRIEVANCE PROCEDURE:**

a. You have the right to file an EEO complaint or grievance and raise the matter of alleged employment discrimination under either 29 CFR § 1614 or the negotiated grievance procedure, but not both.

b. If you file under 29 CFR § 1614, you may not thereafter file a grievance on the same matter. An election to proceed under a negotiated grievance procedure is indicated by the filing of a timely written grievance.

c. If your collective bargaining agreement allows allegations of discrimination and you raise these allegations in the grievance, you will not be allowed to later file an EEO discrimination complaint on the same issue.

\_\_\_\_\_  
(initials)

**8. YOU HAVE THE DUTY TO MITIGATE DAMAGES**

If you are a prevailing party and you are seeking damages, you may have to show how you determined them and understand that they may be subject to reduction.

\_\_\_\_\_  
(initials)

**9. YOU HAVE THE RIGHT TO REQUEST A HEARING AND DECISION BEFORE AN EEOC ADMINISTRATIVE JUDGE (AJ):**

a. You have the right to a final agency action on your discrimination complaint.

b. You have 30 days after receipt of the official record/ investigative report to request a hearing before an EEOC AJ. Such hearing request will be mailed to the EEOC District Office with a copy to the servicing EEO Office.

c. If the official record/investigation is not completed and you have not agreed to extend the period of time to complete the investigation, you may request a hearing at any time after 180 days has elapsed from the filing of the complaint.

\_\_\_\_\_  
(initials)

**10. YOU HAVE A DUTY TO KEEP THE EEO OFFICE AND THE EQUAL EMPLOYMENT OPPORTUNITY COMMISSION (EEOC) INFORMED OF YOUR CURRENT ADDRESS AND TO SERVE COPIES OF APPEAL PAPERS TO THE EEO OFFICE.**

a. It is your responsibility to keep your activity and/or EEO Office responsible for processing your complaint informed of any changes in your address or telephone number or other matters pertaining to your complaint.

b. Your complaint may be dismissed for failure to pursue if you cannot be located.

\_\_\_\_\_  
(initials)

**11. YOU HAVE THE RIGHT AS A PREVAILING PARTY TO RELIEF, INCLUDING A REQUEST FOR COMPENSATORY DAMAGES.**

a. If the final agency action results in a finding of discrimination and/or reprisal, you are entitled to relief.

b. Relief may include backpay, retroactive personnel actions, expunging or correcting records, attorney's fees, compensatory damages, and any other applicable relief.

c. If you claim compensatory damages, you are required to provide objective evidence of compensatory damages and how they were caused by the alleged discrimination and/or reprisal.

\_\_\_\_\_  
(initials)

**12. HOW YOU MAY FILE MIXED CASE COMPLAINTS.**

a. If the subject of the action is appealable to the Merit Systems Protection Board (MSPB), you may file a complaint with the EEO Office or an appeal with MSPB, but not both.

b. Whichever is filed first will be considered an election to proceed in that forum. If you file a mixed case appeal with MSPB instead of a mixed case complaint and MSPB dismisses the appeal for jurisdictional reasons, you have the right to contact an EEO Counselor within 45 days of receipt of the notice and to file an EEO complaint. The date on which you file your appeal with MSPB will be deemed to be the date of the initial contact with the Counselor. If you file a timely appeal with MSPB from the processing of a mixed case complaint and MSPB dismisses it for jurisdictional reasons, you may have the right to a hearing before an EEOC AJ.

\_\_\_\_\_  
(initials)

**13. HOW YOU MAY ALLEGE A VIOLATION OF THE AGE DISCRIMINATION IN EMPLOYMENT ACT (ADEA):**

As an alternative to filing an administrative complaint, you have the right to file a civil action in a U.S. District Court under the Age Discrimination in Employment Act (ADEA) against the



Department of the Navy after giving the EEOC not less than 30 days notice in writing of the intent to file such an action. The notice must be submitted by mail, personal delivery, or facsimile within 180 days of the occurrence of the alleged unlawful practice. The notice must be mailed to:

Equal Employment Opportunity Commission  
Office of Federal Operations  
ATTN: Federal Sector Programs  
P.O. Box 19848  
Washington, D.C. 20036

Or hand delivered to:

Equal Employment Opportunity Commission  
Office of Federal Operations  
Appellate Review Programs  
1801 L Street N.W.  
Washington, D.C. 20507

Or sent by Fax to:

(202) 663-7022

\_\_\_\_\_  
(initials)

**14. EQUAL PAY ACT OPTION:**

If you are alleging sex-based wage discrimination under the Equal Pay Act (EPA), you have the right to go directly to the U.S. District Court even though such claims are also cognizable under Title VII of the Civil Rights Act of 1964 as amended in 1991. A civil action must be filed within **2 years** of the date of the occurrence, or within **3 years** of this date if the administrative complaint does not toll (waive) the time for filing a civil action.

\_\_\_\_\_  
(initials)

**15. YOU HAVE THE RIGHT TO GO TO U.S. DISTRICT COURT 180 CALENDAR DAYS AFTER FILING A FORMAL COMPLAINT OR 180 CALENDAR DAYS AFTER FILING AN APPEAL WITH EEOC.**

\_\_\_\_\_  
(initials)

**16. YOU HAVE THE RIGHT TO RECEIVE IN WRITING A NOTICE OF RIGHT TO FILE A DISCRIMINATION COMPLAINT AFTER A TIME PERIOD OF NO MORE THAN 90 DAYS (WHERE YOU AGREE IN WRITING TO AN EXTENSION):**

a. Initial counseling will be for a period of 30 days. Any extension of the counseling period may not exceed an **additional 60-calendar days**. Where notice is not provided and no extension is secured you have the right to file a formal complaint after the 30<sup>th</sup> day.

b. Where you agree to participate in an established alternative dispute resolution program, the written notice terminating the counseling period will be issued upon unsuccessful completion of the dispute resolution process or within **90-calendar days** of the first contact, whichever is earlier.

\_\_\_\_\_  
(initials)

**17. A NOTICE TERMINATING COUNSELING AND INFORMING YOU OF THE FOLLOWING:**

a. The right to file a formal individual or class complaint within 15-calendar days of receipt of the notice.

b. The appropriate official with whom to file a formal complaint.

\_\_\_\_\_  
(initials)

**I have received a copy of my rights and responsibilities as stated.**

\_\_\_\_\_  
(Signature of Aggrieved)

\_\_\_\_\_  
Date

**I do not wish to participate in Alternative Dispute Resolution (ADR)**

\_\_\_\_\_  
(Signature of Aggrieved)

\_\_\_\_\_  
Date

## CARE APPLICANTS

ID

6

Date Received April 9, 2014

Last Name

(b) (6)

First Name

(b) (6)

Program  
Requested Direct Accession Active

Endorser Liberty Baptist Fellowship

City Shephard

State KY

Gender M

Age

(b) (6)

Race

(b) (6)

Undergrad  
Institution Sullivan University

GPA 3.5

Field of Study Business Management

Graduate  
Institution Liberty University

Seminary GPA 2.73

Prior Service Yes

Branch of Service ANG & USMC

Comments

(b) (6)

### **Summary:**

Highly experienced professional with a diverse work background, holding an Active Security Clearance. Strong verbal, listening and written skills. Comfortable in interacting with all levels of the organization and public. Able to negotiate and problem solve quickly, accurately, and efficiently. Adept at multitasking to achieve individual and team goals. Diverse background includes sales, customer service and supervision and counseling. Committed to quality and excellence. Approaching the end of a 20 year military career serving in the United States Marine Corps and Army with no deployment obligation for the next 5 years.

### **Work Experience:**

**Employer:** United States Army  
**Hours Worked Weekly:** 60-70  
**Period:** 09/2012 – Present  
**Title:** Battalion Chaplain  
**Supervisor:** Lieutenant Colonel (b) (6)

### **Duties and Responsibilities:**

As a Battalion Chaplain both in a deployed and garrison environment I develop peacetime and wartime plans and policies relative to organization and management of chaplain activities such as manpower, Unit Ministry Teams (UMT), deployment, ministry strategies, training, chaplain materiel, and chaplain funds.

I conduct worship services, liturgies, and rites. I Provide counseling, pastoral care, visitation, religious education, morale programs, spiritual renewal, lay leadership programs, and humanitarian outreach opportunities. I represent the faith and military communities in religious, patriotic, and civic events. I maintain liaison with civilian clergy and organizations to keep current in areas of interest to Chaplain Service programs.

I supervise the administration and fiscal control of Chaplain Service functions. I also advise commanders on religious, ethical, moral, morale, and quality of life matters. I advise the commanders of their responsibilities to provide appropriate facilities or sites for worship, rites, and counseling. I do this while maintaining ecclesiastical liaison with religious officials and submitting required professional reports and records.

**Employer:** Army Yellow Ribbon Program (Kentucky National Guard ADOS)  
**Hours Worked Weekly:** 45-55  
**Period:** 07/2011 - 05/2012  
**Title:** Yellow Ribbon and Family Support Specialist  
**Supervisor:** Lieutenant Colonel (b) (6)



#### **Duties and Responsibilities:**

I provided Soldier and Family Support Services including direct day-to-day support to for the planning and execution of the Yellow Ribbon Program. I would Plan/Support/Implement events, training, briefings, and activities that support Service Members and their Families throughout the deployment cycle. Collaborating with staff responsible for providing training, information, and resources to Service Members and their Families.

I was required to communicate with military leadership as directed and necessary. I served as a Territory Point of Contact, responding to inquiries from units, Service Members, and their Families. I worked to ensure that they had access to all available events, briefings, trainings, and activities related to the Reintegration Program. I assisted them in gaining working knowledge of all benefits and resources available to Service Members and their Families and referred them directly to specific resources or agencies that would provide appropriate services. In order to provide necessary assistance to units and/or individuals to ensure accomplishment of all Deployment Cycle Support tasks during the deployment cycle, including coordinating reception activities, briefings, training, and spouse/Family education.

I served as a subject matter expert and when requested, conduct all required briefings during each phase of the deployment cycle. Deployment Cycle briefs can include: Pre-deployment, Deployment, Reunion, and Reintegration. I worked with minimum oversight coordinating demobilization events including the largest return of Kentucky National Guard Soldiers since the Second World War.

**Employer:** Hawkeye Security Inc.  
**Hours Worked Weekly:** 45-65  
**Period:** 06/2009 - 07/2011  
**Title:** Service and Installation Manager  
**Supervisor:** Charles Porter

#### **Duties and Responsibilities:**

I provided leadership and direction to Service & Installation department in order to ensure compliance with FCC, state and federal regulations while maintaining budgetary requirements. I administered policies, procedures, and tracking in order to facilitate continuous improvement focused on a Customer First Policy. I promoted safety awareness (and OSHA regulations) with Associates in order to provide a work environment free from injury. While anticipating and resolves customer and community concerns quickly through effective leadership in order to promote a positive company image.

I assisted in cultivating relationships with contractors and assigning work to contractors to ensure sufficient manpower while meeting contract labor budget. I was responsible for maintaining department budgets, completing reports on a timely basis, and monitoring and controlling expenses. I also assisted in hiring, coaching, developing, and preparing performance evaluations, giving feedback of Associates to ensure a quality work team.

I oversaw the development of staff and their performance reviews. I worked to enhance and enrich Associates' technical knowledge and skill levels to ensure excellence with respect to service reliability and quality. I collected, analyzes, and summarizes information and trends to prepare reports. While overseeing complex or major installations of systems equipment. By coordinates orders and deliveries with other vendors during the system implementation phase. I was able to consistently exercise of independent judgment and discretion in matters of significance with regular, consistent and punctual attendance.

I was responsible for providing leadership, motivation, and direction to improve and continue providing outstanding customer service. Managing the daily activities of Installation and Service. I reviewed project objectives, budgets, schedules and quality levels while enforcing policies and recommends adjustments

### Work Experience Continued:

**Employer:** Flowers Baking Company/Hostess IBC  
**Hours Worked Weekly:** 55-65  
**Period:** 05/2005 - 06/2009  
**Title:** Route Sales Manager  
**Supervisor:** (b) (6)

#### Duties and Responsibilities

I delivered, displayed and sold company product lines on an assigned sales route in accordance with company merchandising program and standards. While driving a company vehicles and/or personal vehicles in the furtherance of company business in a manner that is consistent with all DOT and state driving requirements. This Required constant interaction with work group and other departments at the primary work location. During this time I used the basic fundamentals of the route sales and direct store delivery system including: 1) Display 2) Merchandising 3) Time Schedule/Callbacks 4) Space and Position 5) Customer Relations.

I was responsible for knowing my customers by name, their store policies that affected me, and their basic wants and needs for the baked foods department. This was accomplished by establishing a sound, professional relationship with key personnel. This included knowledge of my competition, including their pricing, products, space and position, people, displays, and account stability.

I maintained accurate vehicle records, reviewed route analysis weekly for identification of problems and opportunities. While maintaining sales within set quotas. Daily I would check my assigned truck prior to loading, keeping it clean and in good repair in order to secure the load to prevent product damage. I maintained safety all times, and practiced defensive driving. During my employment I never had a moving violation or accident, operating assigned company vehicles in a manner that meets all DOT and state driving requirements.

**Employer:** AMARR Garage Doors  
**Hours Worked Weekly:** 40-50  
**Period:** 05/2004 - 04/2005  
**Position:** Management  
**Supervisor:** (b) (6)

#### Duties and Responsibilities:

During my time I assisted in location warehousing and production phases (loading, unloading, etc.) Assisted in administrative and business functions. Performs tasks as directed. Developed and administer inventory controls while ensuring performance of priority requests, which affect production, sales or service. I also assisted with work and production schedules. I performed coordinating task in absence of the General Manager. I maintained and practice company safety policies and procedures, in inventory management, quality assurance. While provided excellent customer service and performed other duties as required. Including reporting with: outlook, excel, word and company software.

## **Education:**

**Intuition:** Liberty Baptist Theological Seminary Lynchburg, VA United States  
**Degree:** Master's Degree in Divinity  
**GPA:** 2.93  
**Date:** 05/2012

### **Relevant Coursework:**

Coursework included studies in theology, philosophy, church history, pastoral theology, Hebrew Bible (Old Testament), and New Testament studies, church growth, ecclesiology, evangelism, systematic theology, Christian education, liturgical studies, counseling and management.

**Institution:** Sullivan University Louisville, KY United States  
**Degree:** Bachelor's of Science Business Management  
**GPA:** 3.5  
**Date:** 06/2002

### **Relevant Coursework:**

Accounting, business law and ethics, economics, finance, management information systems, marketing, operations management, organizational behavior and management, operations research, and strategic management.

## **Ministry:**

**Church:** Okolona Christian Church  
**Hours Per Week:** 15  
**Position:** Middle School Ministry  
**Period:** 07/2005-05-2009

### **Experience Gained:**

I worked with middle school youth groups preparing and leading Bible Studies on Wednesday and Sundays. I Preached to mixed group of student about 100 in number on various Sunday services on a rotational schedule. I also provided counseling to children and parents on a as needed basis.

**Church:** Brooks Baptist Church  
**Hours Per Week:** 15  
**Position:** Intern Pastor  
**Period:** 05/2009-09/2012

### **Experience Gained:**

I Worked with the senior pastor who was a spiritual mentor to me while finishing seminary. This included going on visitations, planning meetings, preparing Bible Studies, Vacation Bible School, and other outreach events, I have also been allowed to preached for the main service.

**Organization:** Army National Guard  
**Hours Per Week:** 20  
**Position:** Chaplain/Chaplain Candidate  
**Period:** 12/2008-Present

**Experience Gained:**

While Attending Liberty University while working on a Master's in Divinity, I served as a Chaplain Candidate in the KYANG. I completed Chaplain Officer Basic School and several other courses. I served as an instructor for the ASIST (Suicide Prevention) SHARP (Sexual Assault) Army Strong Bonds (Marriage Skills) and supported the Yellow Ribbon Program. I understand the value of providing a Ministry of Presence. I also understand the difficulties and benefits from operating in a pluralistic environment. I Deploying with Task Force Long Rifles to the Horn of Africa and have had great opportunities to minister in a Joint Service Environment.

**Keywords**

Strategic Planning, P&L Responsibility, Performance Optimization, New Business Development, Budgeting & Finance, Corporate Administration, World Class Organization, Crisis Management, Organizational Leadership, Profitability Improvement, Multi-Site Operations, Consensus Building & Teaming, Decision-Making, Best Practices & Benchmarking, Ministry, Chaplain, Counseling, Greif Management, Marriage and Family Counseling, Public Speaking, Teaching, Lesson Development, Oral Communication, Written Communication, Pastoral Care, Interpersonal Skills, Planning and Evaluation

(b) (6)

21 MAR 2014



**16. APPLICANT'S MOTIVATIONAL STATEMENT (Limited to the Visible Area)**

It has always been my goal to serve this great country and at the age of seventeen I enlisted in the United States Marine Corps. There at USMC Recruit Training Depot Parris Island, I was first introduced to a military chaplain. The impression he made on me was indelible. Throughout my time in the Corps, I saw firsthand chaplains helping servicemen and women deal with spiritual, family, financial problems, and on occasion turned to them in my times of need. I also led Bible study classes in my company to create opportunities for fellowship when a chaplain was not available. After I completed my service requirement with the USMC, I enlisted in the Kentucky Army National Guard with the goal of finishing college and becoming an officer. In June 2002 that goal became a reality.

While serving as a platoon leader and awaiting a school date for Armor Officer Basic Course, I was severely injured. This injury prevented me from attending AOBC and I was discharged. During this time of physical and financial distress, I was called to service in the church. After a year of psychical therapy, I was able to return to service in the KYANG as a signal officer. However, I felt my mission had been redirected to the chaplaincy. I completed a Masters of Divinity at Liberty Theological Seminary to prepare myself for this new role. I feel my life experiences and training give me a unique perspective that has guided me to the point of serving as a Chaplain.

Before my commissioning as an Army Chaplain I had contacted the United States Navy working to pursue an Active Duty Career, however the National Guard Unit was given a mobilization order, and decided to delay so I could prepare for the deployment, and I felt it would be less than honorable to leave the unit on the eve of a mobilization.

During the deployment I served in the joint environment on board Camp Lemmonier, Djibouti working with service members from all branches. This experience affirmed my calling to the military chaplaincy.

I have always considered my service a great honor, and selection to the Navy Chaplains Corps will allow me to continue my spiritual journey and service to my country. The time I have served as a Chaplain in the Army I only reinforced this goal, my wife and children understand the commitment required, and their support has been incredible.

I certify that all statements made in this application and any additional statements pertaining thereto are entirely true and complete to the best of my knowledge and belief. I understand that failure to answer any correspondence accurately or promptly, or failure to accept an appointment tendered to me will subject my application or appointment to cancellation without further notice.

17. Applicant's Name

(b) (6)

(b) (6)

18. Applicant's Tele. Number

(b) (6)

20. Date

2014 Mar 26

Applicant's Email



# LIBERTY UNIVERSITY

We're Changing Lives One Degree at a Time

Record of: (b) (6)

Date issued: 18-MAY-2014

Current Major: M.Div. Chaplaincy Degree

Student ID: (b) (6)

Social Security Number: (b) (6)

Level: Graduate

Page: 2

## TRANSCRIPT OF ACADEMIC RECORD

LIBERTY UNIVERSITY  
1900 N. UNIVERSITY BLVD.  
LEWISBURG, TN 37088-0001  
615-942-2000

Student Name: (b) (6)  
Date of Birth: (b) (6)  
Date of Graduation: (b) (6)

Program: M.Div. Chaplaincy Degree  
GPA: (b) (6)  
Credits: (b) (6)

Degree Awarded: Master of Divinity  
Degree Program: M.Div. Chaplaincy  
Degree Date: (b) (6)

LIBERTY UNIVERSITY  
1900 N. UNIVERSITY BLVD.  
LEWISBURG, TN 37088-0001  
615-942-2000

(b) (6)

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This officially signed and signed transcript is printed on SECUR-SAFE security paper. A to the name of the university printed in white type across the face of the document. When photocopied the word COPY should appear. A BLACK COPY EXIST OR A WHITE COPY SHOULD NOT BE ACCEPTED.





Author's address: School of Information Systems, Singapore Management University, Singapore 175793.

1998, 1999, 2000, 2001, 2002, 2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026, 2027, 2028, 2029, 2030, 2031, 2032, 2033, 2034, 2035, 2036, 2037, 2038, 2039, 2040, 2041, 2042, 2043, 2044, 2045, 2046, 2047, 2048, 2049, 2050, 2051, 2052, 2053, 2054, 2055, 2056, 2057, 2058, 2059, 2060, 2061, 2062, 2063, 2064, 2065, 2066, 2067, 2068, 2069, 2070, 2071, 2072, 2073, 2074, 2075, 2076, 2077, 2078, 2079, 2080, 2081, 2082, 2083, 2084, 2085, 2086, 2087, 2088, 2089, 2090, 2091, 2092, 2093, 2094, 2095, 2096, 2097, 2098, 2099, 2100, 2101, 2102, 2103, 2104, 2105, 2106, 2107, 2108, 2109, 2110, 2111, 2112, 2113, 2114, 2115, 2116, 2117, 2118, 2119, 2120, 2121, 2122, 2123, 2124, 2125, 2126, 2127, 2128, 2129, 2130, 2131, 2132, 2133, 2134, 2135, 2136, 2137, 2138, 2139, 2140, 2141, 2142, 2143, 2144, 2145, 2146, 2147, 2148, 2149, 2150, 2151, 2152, 2153, 2154, 2155, 2156, 2157, 2158, 2159, 2160, 2161, 2162, 2163, 2164, 2165, 2166, 2167, 2168, 2169, 2170, 2171, 2172, 2173, 2174, 2175, 2176, 2177, 2178, 2179, 2180, 2181, 2182, 2183, 2184, 2185, 2186, 2187, 2188, 2189, 2190, 2191, 2192, 2193, 2194, 2195, 2196, 2197, 2198, 2199, 2200, 2201, 2202, 2203, 2204, 2205, 2206, 2207, 2208, 2209, 2210, 2211, 2212, 2213, 2214, 2215, 2216, 2217, 2218, 2219, 2220, 2221, 2222, 2223, 2224, 2225, 2226, 2227, 2228, 2229, 2230, 2231, 2232, 2233, 2234, 2235, 2236, 2237, 2238, 2239, 2240, 2241, 2242, 2243, 2244, 2245, 2246, 2247, 2248, 2249, 2250, 2251, 2252, 2253, 2254, 2255, 2256, 2257, 2258, 2259, 2260, 2261, 2262, 2263, 2264, 2265, 2266, 2267, 2268, 2269, 2270, 2271, 2272, 2273, 2274, 2275, 2276, 2277, 2278, 2279, 2280, 2281, 2282, 2283, 2284, 2285, 2286, 2287, 2288, 2289, 2290, 2291, 2292, 2293, 2294, 2295, 2296, 2297, 2298, 2299, 2300, 2301, 2302, 2303, 2304, 2305, 2306, 2307, 2308, 2309, 2310, 2311, 2312, 2313, 2314, 2315, 2316, 2317, 2318, 2319, 2320, 2321, 2322, 2323, 2324, 2325, 2326, 2327, 2328, 2329, 2330, 2331, 2332, 2333, 2334, 2335, 2336, 2337, 2338, 2339, 2340, 2341, 2342, 2343, 2344, 2345, 2346, 2347, 2348, 2349, 2350, 2351, 2352, 2353, 2354, 2355, 2356, 2357, 2358, 2359, 2360, 2361, 2362, 2363, 2364, 2365, 2366, 2367, 2368, 2369, 2370, 2371, 2372, 2373, 2374, 2375, 2376, 2377, 2378, 2379, 2380, 2381, 2382, 2383, 2384, 2385, 2386, 2387, 2388, 2389, 2390, 2391, 2392, 2393, 2394, 2395, 2396, 2397, 2398, 2399, 2400, 2401, 2402, 2403, 2404, 2405, 2406, 2407, 2408, 2409, 2410, 2411, 2412, 2413, 2414, 2415, 2416, 2417, 2418, 2419, 2420, 2421, 2422, 2423, 2424, 2425, 2426, 2427, 2428, 2429, 2430, 2431, 2432, 2433, 2434, 2435, 2436, 2437, 2438, 2439, 2440, 2441, 2442, 2443, 2444, 2445, 2446, 2447, 2448, 2449, 2450, 2451, 2452, 2453, 2454, 2455, 2456, 2457, 2458, 2459, 2460, 2461, 2462, 2463, 2464, 2465, 2466, 2467, 2468, 2469, 2470, 2471, 2472, 2473, 2474, 2475, 2476, 2477, 2478, 2479, 2480, 2481, 2482, 2483, 2484, 2485, 2486, 2487, 2488, 2489, 2490, 2491, 2492, 2493, 2494, 2495, 2496, 2497, 2498, 2499, 2500, 2501, 2502, 2503, 2504, 2505, 2506, 2507, 2508, 2509, 2510, 2511, 2512, 2513, 2514, 2515, 2516, 2517, 2518, 2519, 2520, 2521, 2522, 2523, 2524, 2525, 2526, 2527, 2528, 2529, 2530, 2531, 2532, 2533, 2534, 2535, 2536, 2537, 2538, 2539, 2540, 2541, 2542, 2543, 2544, 2545, 2546, 2547, 2548, 2549, 2550, 2551, 2552, 2553, 2554, 2555, 2556, 2557, 2558, 2559, 2560, 2561, 2562, 2563, 2564, 2565, 2566, 2567, 2568, 2569, 2570, 2571, 2572, 2573, 2574, 2575, 2576, 2577, 2578, 2579, 2580, 2581, 2582, 2583, 2584, 2585, 2586, 2587, 2588, 2589, 2590, 2591, 2592, 2593, 2594, 2595, 2596, 2597, 2598, 2599, 2600, 2601, 2602, 2603, 2604, 2605, 2606, 2607, 2608, 2609, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 26



# Sullivan University

Date: 10/18/2014

Page: 2 of 2

2101 Bardonia Road  
Lynchburg, VA 24502  
(540) 453-2000

Student: (b) (6)

Student ID: (b) (6)

DUA: 9/1/11

Original Start Date: 11/11/11

Course Code	Course Description	Credits Attempted	Credits Earned	Grade	Quality Points	Course Code	Course Description	Credits Attempted	Credits Earned	Grade	Quality Points
<b>Term: 2011WINTER Winter Quarter 2011 1/2/2011 5/15/2011</b>						<b>Term: 2011SPRING Spring Quarter 2011 5/15/2011 8/15/2011</b>					
2101001	Introduction to Accounting I	4.00	4.00	A	16.00	2101004	Analysis of Strategic Management	4.00	4.00	A	16.00
2101002	Principles of Accounting II	4.00	4.00	A	16.00	2101005	Senior Seminar in the Accounting Profession	4.00	4.00	A	16.00
2101003	Intermediate Accounting	4.00	4.00	A	16.00	2101006	Business Ethics	4.00	4.00	A	16.00
2101004	Financial Management	4.00	4.00	A	16.00						
		<b>16.00</b>	<b>16.00</b>		<b>64.00</b>			<b>16.00</b>	<b>16.00</b>		<b>64.00</b>
<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>		<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>	
<b>Term: 2011SPRING Spring Quarter 2011 5/15/2011 8/15/2011</b>						<b>Term: 2012SERIAL Spring Quarter 2012 5/15/2012 8/15/2012</b>					
2101001	Introduction to Accounting I	4.00	4.00	A	16.00	2101004	Analysis of Strategic Management	4.00	4.00	A	16.00
2101002	Principles of Accounting II	4.00	4.00	A	16.00	2101005	Senior Seminar in the Accounting Profession	4.00	4.00	A	16.00
2101003	Intermediate Accounting	4.00	4.00	A	16.00	2101006	Business Ethics	4.00	4.00	A	16.00
2101004	Financial Management	4.00	4.00	A	16.00						
		<b>16.00</b>	<b>16.00</b>		<b>64.00</b>			<b>16.00</b>	<b>16.00</b>		<b>64.00</b>
<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>		<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>	
<b>Term: 2012SUMMER Summer Quarter 2012 8/28/2012 11/9/2012</b>						<b>Term: 2012SERIAL Spring Quarter 2012 5/15/2012 8/15/2012</b>					
2101001	Introduction to Accounting I	4.00	4.00	A	16.00	2101004	Analysis of Strategic Management	4.00	4.00	A	16.00
2101002	Principles of Accounting II	4.00	4.00	A	16.00	2101005	Senior Seminar in the Accounting Profession	4.00	4.00	A	16.00
2101003	Intermediate Accounting	4.00	4.00	A	16.00	2101006	Business Ethics	4.00	4.00	A	16.00
		<b>12.00</b>	<b>12.00</b>		<b>48.00</b>			<b>16.00</b>	<b>16.00</b>		<b>64.00</b>
<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>		<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>	
<b>Term: 2012FALL Fall Quarter 2012 9/24/2012 12/15/2012</b>						<b>Term: 2012SERIAL Spring Quarter 2012 5/15/2012 8/15/2012</b>					
2101001	Introduction to Accounting I	4.00	4.00	A	16.00	2101004	Analysis of Strategic Management	4.00	4.00	A	16.00
2101002	Principles of Accounting II	4.00	4.00	A	16.00	2101005	Senior Seminar in the Accounting Profession	4.00	4.00	A	16.00
2101003	Intermediate Accounting	4.00	4.00	A	16.00	2101006	Business Ethics	4.00	4.00	A	16.00
		<b>12.00</b>	<b>12.00</b>		<b>48.00</b>			<b>16.00</b>	<b>16.00</b>		<b>64.00</b>
<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>		<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>	
<b>Term: 2012WINTER Winter Quarter 2012 1/2/2012 5/15/2012</b>						<b>Term: 2012SERIAL Spring Quarter 2012 5/15/2012 8/15/2012</b>					
2101001	Introduction to Accounting I	4.00	4.00	A	16.00	2101004	Analysis of Strategic Management	4.00	4.00	A	16.00
2101002	Principles of Accounting II	4.00	4.00	A	16.00	2101005	Senior Seminar in the Accounting Profession	4.00	4.00	A	16.00
2101003	Intermediate Accounting	4.00	4.00	A	16.00	2101006	Business Ethics	4.00	4.00	A	16.00
		<b>12.00</b>	<b>12.00</b>		<b>48.00</b>			<b>16.00</b>	<b>16.00</b>		<b>64.00</b>
<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>		<b>Term GPA: 1.75</b>				<b>Cum GPA: 2.04</b>	

(b) (6)

(b) (6)

(See information on reverse before completing) TYPE OR PRINT LEGIBLY						
NAME <b>(b) (6)</b>		PROGRAM FOR WHICH APPLYING Chaplain Corps		DATE 16 May 2013		
<b>DESCRIPTIVE:</b> Observe the applicant and write 8 adjectives or phrases that you believe to be most descriptive of the applicant.						
1. Impressive		2. Articulate		3. Confident		
4. Sincere		5. Enthusiastic		6. Compassionate		
<b>EVALUATIVE:</b> Consider the applicant as a potential Naval Officer and evaluate him/her on the following						
APPEARANCE AND POISE		X				
ORAL COMMUNICATION AND EXPRESSION OF IDEAS		X				
LEADERSHIP POTENTIAL		X				
YOUR WILLINGNESS TO HAVE INDIVIDUAL SERVE UNDER YOUR COMMAND WHEN COMMISSIONED		PARTICULARLY LIKE TO HAVE		PREFER TO NOT HAVE		
		10 9 8 7 6 5 4 3 2 1 0		10 9 8 7 6 5 4 3 2 1 0		
		X				
<b>COMMENTS:</b> A summary statement evaluating the applicant is required. All extreme ratings marked by an asterisk (*) should be further commented upon. <b>(b) (6)</b> currently serving as a National Guard Chaplain, is already a skilled and successful chaplain. He has the appropriate gifts and graces for ministry, and a thorough understanding of the military context. Having also served as a Marine, he is very familiar with the culture of the Sea Services. He is approachable and relates well to those junior to him. He also understands the dynamics of the chain of command and knows how to appropriately relate to those who are senior to him. I have rated him "Outstanding" for "Leadership Potential" because I believe he has the right mix of personality and skill to make him very successful in the Chaplain Corps--he is someone others willingly follow. I have rated him as a "10" on my willingness to have individual serve under your command when commissioned. I currently serve as the Command Chaplain at Camp Lemonnier, Djibouti. Chaplain <b>(b) (6)</b> has been deployed here during my tenure, and while I do not have any formal authority over him, I have worked with him very closely. I would enthusiastically want to have him as a part of my team.						
PROGRAM MOTIVATION (Indicate the applicant's motivation for the program for which applying)		VERY HIGHLY MOTIVATED FOR PROGRAM	DEFINITELY MOTIVATED FOR PROGRAM	MOTIVATED FOR NAVY - PROGRAM NOT IMPORTANT	MOTIVATED FOR COMMISSION - PROGRAM AND SERVICE NOT IMPORTANT	UNABLE TO DETERMINE
		X				
POTENTIAL AS A CAREER NAVAL OFFICER (Complete for Naval Academy, NROTC, and ECP applicants only)		OUTSTANDING (1)	EXCELLENT (2)	GOOD (3)	AVERAGE (4)	LESS THAN AVERAGE (5)
		X				
<b>COMMENTS:</b> Indicate the motivation rating and potential as a career Naval Officer, as appropriate. <b>(b) (6)</b> is very motivated for this program. He has served in the Marine Corps and the National Guard--he knows that he wants to be a Navy Chaplain based on real life experience.						
<b>(b) (6)</b>		TYPE OR PRINT NAME OF INTERVIEWER: <b>(b) (6)</b>		GRADE, DESIGNATOR, (IF ANY), BRANCH OF SERVICE LCDR, 4100, USN		



09 December 2013

From: Region East Chaplain Program Officer  
To: Chaplain Program Manager, CNRC, (b) (6)

Subj: PROGRAM OFFICER ASSESSMENT IRT (b) (6) 4100 NRD (b) (6)

1. I conducted an interview with (b) (6) on 21 January 2013. Mr. (b) (6) is a [REDACTED]-years-old and is married with (b) (6) children. Mr. (b) (6) is endorsed by the Liberty Baptist Fellowship. (b) (6) is interested in a position as an Active Duty Chaplain (4100).

2. When asked about his spiritual journey and his call from God to ministry, Mr. (b) (6) stated the he "grew up in a Christian family." His father was Catholic. His mom is Methodist. He mentioned his parents divorcing when he was 12, following that statement with "not as active" in reference to church. Similar, when asked about his Methodist Catholic upbringing but being endorsed by Liberty Baptist Fellowship, Mr. (b) (6) talked honestly about his "holy war" with his wife so in 2003 he became a Baptist to support his spouse wholeheartedly.

When asked about how he came to discern a call from God to ministry, Mr. (b) (6) talked about his military experiences. He "joined the Marine Corps at age 17. During boot camp at Parris Island, Mr. (b) (6) shared that "a Navy chaplain gave an alter call after chapel worship and (he) was saved." After an injury that kept him from deployment after 9-11 and following his discharge from the Marines, Mr. (b) (6) "felt the call to military ministry." He centered on seminary and became a chaplain candidate with the National Guard. While with the National Guard, Mr. (b) (6) mentioned serving with Navy personnel during a deployment to Africa with the Army and said that "it seemed to be the best fit."

When asked how his prior military experience helps him prepare for Navy Chaplaincy, Mr. (b) (6) talked again about his deployment to Africa with the Army. He disclosed how he "related to enlisted talk, relationships, falling in love at the bar." He said "been there standing where (enlisted) are." Proudly, he highlighted serving "as a Marine in combat arms for 8 years leaving as an E-5 to enter OCS." Mr. (b) (6) shared his commissioning in the Army where he served "as a platoon leader for an armor company." He disclosed his leadership as the "XO for the company until (he) became a Chaplain Candidate." In conclusion, Mr. (b) (6) shared his experience "serving under six different chaplains" as a Chaplain Candidate.

3. When asked about his greatest challenge in the military, Mr. (b) (6) talked about "struggling with burn out as a deployed chaplain." When asked about how he overcame it, Mr. (b) (6) revealed how he was able to "lean on other chaplains for spiritual support in a group (they) created." He disclosed his "protection study and prayer time."

4. When asked about his desire to be a Navy Chaplain, Mr. (b) (6) underscored his service as a Marine. He stressed, "My heart is with the

USMC." Continuing, Mr. (b) (6) drew attention again to when he was deployed on a Navy base in Africa and was "able to work with Navy chaplains." He disclosed how the deployment "gave (him) great comparison to the Army." Specifically, he "liked the structure with the Navy Chaplains community engagements." He also highlighted the family support in the Navy in all the different capacities, surface, air wing, etc.

5. Showing his years of military experience, Mr. (b) (6) understanding of institutional ministry is secure. In his understanding of chaplain duty, Mr. (b) (6) talked about serving under two systems. He said, "You are accountable to both your endorser and the military in protecting religious rights for everyone."

6. When asked about his experience working with clergy of other faith groups, Mr. (b) (6) underlined again his deployment in Africa. He talked about "served as a deployed chaplain in a country with a 96% Muslim population." He worked with chaplains and "local religious leaders from several faith traditions." He talked about community outreach projects delivering humanitarian aid. Mr. (b) (6) also disclosed the diversity in his unit. "We had 8 wiccans in the unit."

7. When asked about work with and for women, Mr. (b) (6) stressed, "I have worked with women in several environments." When he was a civilian, Mr. (b) (6) worked with a "female vice president in construction." He shared his work with a female Navy chaplain while deployed. He talked about providing care for women who were military personnel.

8. When asked about his greatest challenge in ministry, Mr. (b) (6) talked about a mission trip with his church. His challenge was "the segregation by the members and denomination separation in the beginning." He talked about the pluralistic environment working with different denominations. When asked if he addressed this segregation and division, Mr. (b) (6) asserted that he was willing to challenge them. Pointing to his military experience, he said, "I learned from the military we are stronger when we work together." He talked about a basketball game that brought everyone together.

9. When asked about his greatest strength, Mr. (b) (6) stressed his ability to relate to people. As displayed in this face-to-face interview and frequent conversations throughout the application process, Mr. (b) (6) talk is in actions, stating, "I really enjoy meeting and talking with people." He shared, "This is why I enjoy what the Navy and Army calls ministry by walking around." He stressed how he "love to go where the military personnel are."

10. When asked if his family have dealt with the possibility of him going into harm's way or on a deployment, Mr. (b) (6) boasted about his family "spending a great deal of time preparing for deployment." When asked about the separation, Mr. (b) (6) stated his family "were able to use several modes of communication to overcome these challenges."



11. When asked about working on a multiple staff and settling disagreements, Mr. (b) (6) asserted, "Boss is the boss." He expanded, "Sometimes in a work situation not everyone in the group will be in agreement, but someone has to be in charge." He pointed out that in the military that disagreement is "not a rare element, but for the good of the mission you drive on." He concluded, "While not obviously instant, the senior members are usually right."

12. When asked about his dream duty station, Mr. (b) (6) quickly stated, "Somewhere warm and on the coast."

13. In this interview and throughout the application process, Mr. (b) (6) has shown advanced military awareness, open communication, and flexibility. After many years in the military as a Marine, Army armory officer, and Chaplain, Mr. (b) (6) does have experience, understanding of the military chain of command, and the personal incidents with common language to relate to enlisted and officers up and down the ranks. Mr. (b) (6) emphasized how he has worked with chaplains as an enlisted military person as well as an officer including as an Army chaplain working with Navy chaplains. When asked, Mr. (b) (6) gave a fair truthful answer for his reason to change branches because of his comparison during a deployment. His experience surely are advanced know-how and proficiency in military life and leadership. Despite his above normal years of military time, Mr. (b) (6) is at an age that favors further professional advancement within the established age requirements, beneficial to whatever branch that he serves due to his diverse background.

With that, I highly recommend Mr. (b) (6) to be selected as an Active Duty Navy Chaplain because of his advanced military awareness and encounters in different roles, his open communication skills, and his flexibility familiarity to benefit the overall mission.

(b) (6) (b) (6)

**21. OFFICER RECRUITER'S REMARKS (Limited to the visible area.)**

Mr. (b) (6) will truly be an asset to our Chaplain Corps and will do so with Honor, Courage and Commitment! His time as a Chaplain in the Army National Guard as well as his time as a Marine has taught him to lead, to direct, mentor, and achieve the best results not just in himself, but into others as well. He is truly driven by a higher calling and wishes to help people find their way to God and to educate them about his love. I have never met a more adventurous, energetic and motivated applicant. He has my strongest possible recommendation for selection and I would be honored to serve with him!!!

**22. OFFICER PROCESSOR'S SUMMARY (Limited to the visible area.)**

-DD form 370 sent to (b) (6) and LTC (b) (6) not returned, used DD 370 from (b) (6) and (b) (6) in the place of.  
-No processing problems

**23. Recruiting Operations Officer (R-OPS) REMARKS (Limited to the visible area.)**

Mr. (b) (6) is an ideal choice for the Chaplain Corps. He has extensive prior service experience both on the Officer and Enlisted side in multiple services, so his ability to associate and work with others will be outstanding. His motivation and drive are beyond parallel. I would be proud to serve with Mr. (b) (6) and he has my highest recommendation for selection to the Chaplain Corps.

24. Based upon all available information, it is my opinion that the applicant is recommended as follows for appointment in the U.S. Navy or U. S. Navy Reserve for the programs listed above in order of preference listed.

☒ Highly Recommended ☐ Recommended ☐ Not Recommended

**25. Recruiting Personnel Certification**

I certify that the information contained on this document, to include my personal remarks, are true and accurate to the best of my ability. I also understand that information from this form will be used to create documents for the **OFFICIAL PERSONNEL RECORD**. ALL information provided in this document has been verified against the proper source documents (ie. Birth Certificates and SSN Cards) and is accurate to include the proper spelling of the applicant's complete name and SSN.

26. Date 2014 Mar 27	27. Recruiter's Telephone Number (Include area code) (b) (6)	28. Recruiter's Name (b) (6)
29. Date 2014 Apr 27	30. Processor's Telephone Number (Include area code) (b) (6)	31. Processor's Name (b) (6)
32. Date 2014 Apr 27	33. R-OPS Telephone Number (Include area code) (b) (6)	34. R-OPS Name (b) (6)



APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input checked="" type="checkbox"/>	a. EMPLOYER	<input type="checkbox"/>	b. SCHOOL OFFICIAL	<input type="checkbox"/>
c. OTHER (Specify)				
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)	2/138th Field Artillery Battalion Chaplain		
20071120	20140407			
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)			
20071120	20140407			
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		<input checked="" type="checkbox"/>		
b. ADAPTABILITY		<input checked="" type="checkbox"/>		
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="checkbox"/>		
d. INITIATIVE		<input checked="" type="checkbox"/>		
e. JUDGMENT		<input checked="" type="checkbox"/>		
f. PHYSICAL FITNESS			<input checked="" type="checkbox"/>	
g. LEADERSHIP		<input checked="" type="checkbox"/>		
h. MATURITY		<input checked="" type="checkbox"/>		
i. DEPENDABILITY		<input checked="" type="checkbox"/>		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			<input checked="" type="checkbox"/>	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			<input checked="" type="checkbox"/>	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>CPT (CH) (b) (6) is a top performer within the Brigade and his dedication as a Chaplain to the Spiritual Wellness of the Soldiers is top-notch. Both while deployed and in garrison he has professionally influenced the morale and spiritual operations in 2/138th FA by displaying sound judgment, professionalism and proficiency. His past experiences afford him the ability to visualize and interpret Soldier issues, Spiritual needs and to assist the Command and staff to understand the morale of the Battalion. His positive "team player" attitude has enabled the Battalion to focus on and facilitate the required training and their recent return from mobilization. CPT (b) (6) is a valuable asset to the Brigade and I'm glad that he's on my Team!</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPE OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		138th Field Artillery Brigade Commander, COL, FA		
			d. DATE SIGNED (YYYYMMDD)	
			20140407	

APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
a. EMPLOYER	b. SCHOOL OFFICIAL	X	c. OTHER (Specify) Prior Supervisor	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20110601	b. TO (YYYYMMDD) 20140403	Yellow Ribbon Program Analyst		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN. Mark left the position to deploy to HOA.		
a. FROM (YYYYMMDD) 20120901	b. TO (YYYYMMDD) PRES			
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)				X
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL. (b) (6) would be an excellent selection to serve. I hired him as a Yellow Ribbon Program Analyst and allowed him the leeway to be as proactive as possible. He took the vague guidance of, "find ways to support Soldiers and Family members" and developed multiple, meaningful community partnerships. He met with community leaders and found ways to recognize deserving Families, found resources free of charge, and developed trust with those he was hired to help. In this position he also was able to branch into other areas of the GJ Personnel Office and provide support to the team. He proved himself so valuable in his Yellow Ribbon position that he was requested by the PAO to provide support for nearly a quarter of the year. Additionally, the State Family Programs Director found his services so valuable he hired him as a Family Assistance Center employee following his mobilization. (b) (6) is also an excellent Chaplain. I have continued to bring him on temporary orders to support the Kentucky Army National Guard's Resilience Program and Suicide Prevention Program. He has an ease with Soldiers and is able to build rapport immediately. In regards to the aforementioned questions, I have no knowledge of (b) (6) using alcohol or drugs, and I rate his abilities as "outstanding" in all categories. I am confident if approved, (b) (6) will serve as honorably and capably as he has served the Army.				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		MAJ KYNG JFHQ SARC		
c. (b) (6)			d. DATE SIGNED (YYYYMMDD)	
			20140403	



APPLICANT'S NAME (Last, First, Middle Initial)		(b) (6)	
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an 'X')			
a. EMPLOYER	b. SCHOOL OFFICIAL	<input checked="" type="checkbox"/> c. OTHER (Specify)	Brigade Chaplain
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE	
a. FROM (YYYYMMDD) 20111001	b. TO (YYYYMMDD) 20140406	Chaplain, 2-138th Field Artillery Battalion	
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.	
a. FROM (YYYYMMDD) 20120901	b. TO (YYYYMMDD) 20140406	Not Applicable	
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an 'X')	
		OUTSTANDING	AVERAGE
a. TRUSTWORTHINESS		<input checked="" type="checkbox"/>	
b. ADAPTABILITY		<input checked="" type="checkbox"/>	
c. ABILITY TO WORK WELL WITH OTHERS		<input checked="" type="checkbox"/>	
d. INITIATIVE		<input checked="" type="checkbox"/>	
e. JUDGMENT		<input checked="" type="checkbox"/>	
f. PHYSICAL FITNESS		<input checked="" type="checkbox"/>	
g. LEADERSHIP		<input checked="" type="checkbox"/>	
h. MATURITY		<input checked="" type="checkbox"/>	
i. DEPENDABILITY		<input checked="" type="checkbox"/>	
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an 'X')	
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)		YES	NO
			<input checked="" type="checkbox"/>
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			<input checked="" type="checkbox"/>
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.			
<p>I barely knew CH (b) (6) before becoming his brigade chaplain in October 2011. But since then I have come to know him, trust him and depend upon him. Comments from CH (b) (6) leadership concerning his recent deployment to Africa confirm that he is adaptive and flexible during changing circumstances and makes the most of every situation. He exhibited this leadership trait by excelling in the combined joint environment at Camp Lemonnier, Djibouti. Officers and soldiers in his care consider him to be a soldier's chaplain; he is in the dirt with them, on the ranges, in the formation, in the classrooms, in the gas chamber and in the dining facility with them - sharing their joy and their misery. The staff officers he works with value his input and affirm his ability to work well with others in the capacity of being a staff officer. As far as his judgment, I have not seen nor heard of any indication that his judgment is impaired. On the contrary, I have found his judgment, when dealing with soldier issues, to be sound and prudent. Chaplain (b) (6) is in good physical fitness and exceeds the standard for the Army Physical Fitness Test. His leadership is unquestioned. As his brigade chaplain I have often heard his battalion commanders and other key leaders speak very highly of CH (b) (6) leadership as an officer and as a chaplain. One of his commanders said to me, "The only chaplain I've ever liked is (b) (6)." All of the other characteristics mentioned in this application are in favor of CH (b) (6); astute level of personal, professional and spiritual maturity. He is dependable in that he submits reports on time, he's where he's supposed to be and when he's supposed to be. But he is dependable in the performance of doing his job. He's dependable in caring for his soldiers. He's dependable in decision-making. He is dependable if you need a suggestion or if you need someone to talk to. He is dependable in confidential matters. He is dependable in service to God and country. He nurtures the living, cares for the wounded, and honors the dead. He is a valuable asset to the the Chaplain Corps, the Kentucky Army National Guard, the United States Army. Chaplain (b) (6) will also be a valuable asset to the United States Navy. Highly commend him.</p>			
19. PERSON COMPLETING QUESTIONNAIRE			
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE	
(b) (6)		Chaplain, 138th Field Artillery Brigade	
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)	
(b) (6)		20140406	

DD FORM 3



APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
a. EMPLOYER		b. SCHOOL OFFICIAL		c. OTHER (Specify) Senior Chaplain, Combined Joint Task Force, Horn of Africa
11. HOW LONG HAVE YOU KNOWN THE APPLICANT? a. FROM (YYYYMMDD) 20130105		b. TO (YYYYMMDD) 20130701		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE Kentucky National Guard Chaplain (Capt/O-3), deployed to Djibouti, Africa
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM a. FROM (YYYYMMDD) 20130105		b. TO (YYYYMMDD) 20130701		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN. Service member redeployed back to home state with highest regard from unit leadership, joint religious support team personnel and his fellow service members.
15. HOW DO YOU RATE THE APPLICANT'S:				
(Indicate with an "X")				
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS			X	
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.				
(Indicate with an "X")				
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>Chaplain (b) (6) Captain, U. S. Army, Kentucky National Guard, is a person of highest integrity who demonstrates a clear and distinct call to ministry. His dedication to God and country are evident in his daily living and family activities. He has my highest recommendation for service as a member of the Navy Chaplain Corps!</p> <p>I first met Chaplain (b) (6) upon my reporting for a one year assignment as the CJTF Horn of Africa Director of Religious Affairs/Chaplain in Djibouti, Africa. When I arrived (b) (6) had been on station for 3 months of his 9 month deployment. He was already having a significant impact on the religious ministry being provided to multiple locations in the combined joint area of operations. I was immediately impressed by his gentle but firm manner of meeting challenges head on and discovering the best solutions. He prior military experience provides him with an apparent wealth of knowledge that enables him to uniquely relate to military personnel and help them sort through the challenges of military life.</p> <p>Over a period of six months in a deployed environment I watched Chaplain (b) (6) devotion to duty, keen wit and engaged spiritual leadership meet challenge after challenge in order to provide solid and effective support in the most demanding scenarios, including responses to a live shooter situation and the accidental death of a service member at a forward location. In both instances, (b) (6) was instrumental in shaping the moral courage of the effected units in order to acknowledge the impact, work through the incident and refocus on mission with minimal negative effects.</p> <p>Chaplain (b) (6) initiative and drive to care for others will be an extraordinary benefit to our military members and their families. The Navy would do well to capture the benefits of having him on our team with his unlimited potential for leadership development, caregiver capabilities and spiritual fervor that (b) (6) brings to every setting he touches. Call upon him to serve on active duty and he will serve faithfully and well!</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		CAPTAIN, CHAPLAIN CORPS, U.S. NAVY		
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)		
(b) (6)		20130701		



APPLICANT'S NAME (Last, First, Middle Initial)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
<input type="checkbox"/> a. EMPLOYER	<input type="checkbox"/> b. SCHOOL OFFICIAL	<input checked="" type="checkbox"/> c. OTHER (Specify) Professional/Personal		
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)	M. Div		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD)	b. TO (YYYYMMDD)			
20120901	PRES			
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>I have known (b) (6) for over six years. During this time I have had numerous opportunities to observe him in his professional capacity as a Chaplain as well as in social settings. (b) (6) character, integrity and moral compass are above reproach. He has a genuine desire to serve and help others while maintaining an understanding of regulations and mission requirements.</p> <p>(b) (6) accompanied my unit of over 500 service members on a recent combat deployment to Djibouti, Africa in support of Combined Joint Task Force-Horn of Africa at Camp Lemonnier, Djibouti. During that time he worked tirelessly to support not only the service members in his own unit but volunteered to support over 4,000 soldiers, sailors, airmen and marines aboard the camp. Due to his maturity and dependability his counsel was sought by those with personal problems back home, his peers dealing with difficult leadership challenges and his command for moral guidance. (b) (6) maturity and judgment were instrumental in developing this rapport amongst those with which he served. Exercising his leadership skills and initiative, (b) (6) and his Chaplain team spearheaded several local assistance efforts including repairing wheelchairs for Djibouti's physically challenged, built a shower facility for a local orphanage and delivered hundreds of pounds of donated goods to local schools in Djibouti city.</p> <p>As a commander of a battery of over 130 soldiers, I have called on (b) (6) numerous times for his counsel, wisdom and advice. I trust his opinions and guidance. He is always eager to listen to my concerns while focusing primarily on the needs of other members of the unit. He genuinely cares about service men and women. I would recommend (b) (6) to anyone desiring a dependable, honorable, trustworthy addition to his or her team and as a commander would gladly serve alongside him in any capacity to which he was assigned.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		Commander, HHB 138th FAR		
c. SIGNATURE		d. DATE SIGNED (YYYYMMDD)		
(b) (6)		2040403		

APPLICANT'S NAME (Last, First, Middle Initial) (b) (6)				
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")				
a. EMPLOYER	b. SCHOOL OFFICIAL	X	c. OTHER (Specify) Pastor	
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE		
a. FROM (YYYYMMDD) 20120115	b. TO (YYYYMMDD) 20140325	(b) (6)		
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.		
a. FROM (YYYYMMDD) 20120115	b. TO (YYYYMMDD) 20140325			
15. HOW DO YOU RATE THE APPLICANT'S:		(Indicate with an "X")		
		OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS		X		
b. ADAPTABILITY		X		
c. ABILITY TO WORK WELL WITH OTHERS		X		
d. INITIATIVE		X		
e. JUDGMENT		X		
f. PHYSICAL FITNESS		X		
g. LEADERSHIP		X		
h. MATURITY		X		
i. DEPENDABILITY		X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")		
		YES	NO	UNKNOWN
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X	
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X	
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.				
<p>In the time that I've known (b) (6) I've been impressed with his character and commitment to Christ, family, and the military. He capably balances these areas. He cherishes his role as husband of (b) (6) and father of his sons. He makes the most of the time he spends with them and tries to be involved in every aspect of their lives. (b) (6) is a perfect fit for the challenge and structure that military life provides. He has a deep appreciation and concern for his fellow soldiers. He is disciplined when it comes to taking care of his body, mind, and soul. He is strong in his faith in Christ and is able to articulate it to others through preaching and teaching. He is an encourager with a positive attitude. He listens with an understanding heart to help people with their physical, emotional, and spiritual needs. (b) (6) has completed every church or ministry task that I've asked of him with enthusiasm and effectiveness. Difficulties do not distract him from accomplishing his goals. He has helped (b) (6) with several projects working well with church members. I can recommend (b) (6) because he has proven to be an asset to the Kingdom of God and to this country which he desires to continue to serve. I hope this will aid you in your assessment of (b) (6) for consideration for the position for which he has applied. If you need any other information please feel free to contact me.</p>				
19. PERSON COMPLETING QUESTIONNAIRE				
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE		
(b) (6)		Pastor of Brooks Baptist Church, Brooks, KY 40109		
c. SIGNATURE			d. DATE SIGNED (YYYYMMDD)	
(b) (6)			2014/03/25	



APPLICANT'S NAME (Last, First, Middle (initial))			
10. WHAT IS YOUR RELATIONSHIP TO THE APPLICANT? (Indicate with an "X")			
a. EMPLOYER	<input checked="" type="checkbox"/>	b. SCHOOL OFFICIAL	c. OTHER (Specify)
11. HOW LONG HAVE YOU KNOWN THE APPLICANT?		12. APPLICANT'S HIGHEST SCHOOL GRADE COMPLETED OR JOB TITLE	
a. FROM (YYYYMMDD) 20110314	b. TO (YYYYMMDD) 20140326	instructor candidate / instructor	
13. INCLUSIVE DATES OF SCHOOL ATTENDANCE/ EMPLOYMENT IN YOUR SCHOOL OR FIRM		14. IF APPLICANT LEFT SCHOOL OR JOB, OR WAS EXPELLED, DISMISSED, OR TERMINATED, GIVE SPECIFIC REASON IF KNOWN.	
a. FROM (YYYYMMDD) 20110314	b. TO (YYYYMMDD) 20120825		
15. HOW DO YOU RATE THE APPLICANT'S:			
	(Indicate with an "X")		
	OUTSTANDING	AVERAGE	UNSATISFACTORY
a. TRUSTWORTHINESS	X		
b. ADAPTABILITY	X		
c. ABILITY TO WORK WELL WITH OTHERS	X		
d. INITIATIVE	X		
e. JUDGMENT	X		
f. PHYSICAL FITNESS			X
g. LEADERSHIP	X		
h. MATURITY	X		
i. DEPENDABILITY	X		
PLEASE ANSWER THE FOLLOWING QUESTIONS TO THE BEST OF YOUR KNOWLEDGE. FOR "YES" ANSWERS, PROVIDE DETAILS IN REMARKS.		(Indicate with an "X")	
		YES	NO
16. IF APPLICANT IS KNOWN TO USE ALCOHOL OR DRUGS, HAS IT AFFECTED HIS OR HER PERFORMANCE? (If Yes, explain below)			X
17. IS THERE ANY REASON WHY YOU WOULD NOT RECOMMEND THIS PERSON FOR THE ARMED FORCES? (If Yes, explain below)			X
18. PLEASE WRITE A PERSONAL NARRATIVE EVALUATION OF THE APPLICANT BELOW, OR ON A PLAIN PIECE OF PAPER, AND ATTACH TO THIS FORM. SPECIFICALLY ADDRESS THE ABOVE ITEMS. IF ITEM 17 IS MARKED "YES", PLEASE EXPLAIN IN DETAIL.			
<p>(b) (6) instructor for the Certified Alarm Technician course for the Electronic Security Assoc. During the course he expressed his desire to become an instructor. He completed the required written portion with great success. He then had to student teach the course under myself. During the required number of teachings of the 2 day course he showed great subject knowledge and leadership as well as public speaking skills. I would without hesitation recommend him for a position of great trust and authority.</p>			
19. PERSON COMPLETING QUESTIONNAIRE			
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. TITLE	
(b) (6)		Sr. Instructor National Training School NSA	
c. (b) (6)		d. DATE SIGNED (YYYYMMDD)	
		20140326	



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THIS IS AN IMPORTANT RECORD.  
SAFEGUARD IT.

ANY ALTERATIONS IN SHADED AREAS  
RENDER FORM VOID

### CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY

This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

1. NAME (Last, First, Middle) (b) (6)		2. DEPARTMENT, COMPONENT AND BRANCH ARMY/ARNGUS/CH		3. SOCIAL SECURITY NUMBER (b) (6)				
4a. GRADE, RATE OR RANK CPT	4b. PAY GRADE O03	5. DATE OF BIRTH (YYYYMMDD) (b) (6)	6. RESERVE OBLIGATION TERMINATION DATE (YYYYMMDD) 00000000					
7a. PLACE OF ENTRY INTO ACTIVE DUTY LEXINGTON, KENTUCKY		b. HOME OF RECORD AT TIME OF ENTRY (City and state, or complete address if known) (b) (6)						
8a. LAST DUTY ASSIGNMENT AND MAJOR COMMAND FA 2/138TH HHB FC			b. STATION WHERE SEPARATED CAMP ATTERBURY TC, IN 46124					
9. COMMAND TO WHICH TRANSFERRED ARNG OF KENTUCKY			10. SGLI COVERAGE AMOUNT: \$ 400,000.00 NONE					
11. PRIMARY SPECIALTY (List number, title and years and months in specialty. List additional specialty numbers and titles involving periods of one or more years.) 56A COMMAND/UNIT CHAPLAIN - 1 YRS 1 MOS// NOTHING FOLLOWS			12. RECORD OF SERVICE					
			a. DATE ENTERED AD THIS PERIOD			YEAR(S)	MONTH(S)	DAY(S)
			b. SEPARATION DATE THIS PERIOD			2012	09	03
			c. NET ACTIVE SERVICE THIS PERIOD			0000	00	03
			d. TOTAL PRIOR ACTIVE SERVICE			0001	05	27
			e. TOTAL PRIOR INACTIVE SERVICE			0015	08	29
			f. FOREIGN SERVICE			0000	00	00
			g. SEA SERVICE			0000	00	00
h. INITIAL ENTRY TRAINING			0000	00	00			
i. EFFECTIVE DATE OF PAY GRADE			2012	06	20			
13. DECORATIONS, MEDALS, BADGES, CITATIONS AND CAMPAIGN RIBBONS AWARDED OR AUTHORIZED (All periods of service) ARMED FORCES RESERVE MEDAL WITH "M" DEVICE AND 10 YEAR BRONZE HOURGLASS//ARMY ACHIEVEMENT MEDAL//USN ACHIEVEMENT MEDAL// NATIONAL DEFENSE SERVICE MEDAL W/ BRONZE SERVICE STAR//GLOBAL WAR ON TERRORISM EXPEDITIONARY MEDAL//GLOBAL WAR ON TERRORISM SERVICE MEDAL//ARMY//CONT IN BLOCK 18			14. MILITARY EDUCATION (Course title, number of weeks, and month and year completed) NONE//NOTHING FOLLOWS					
15a. COMMISSIONED THROUGH SERVICE ACADEMY			YES X NO					
b. COMMISSIONED THROUGH ROTC SCHOLARSHIP (10 USC Sec. 2107b)			YES X NO					
c. ENLISTED UNDER LOAN REPAYMENT PROGRAM (10 USC Chap. 109) (If Yes, years of commitment: NA)			YES X NO					
16. DAYS ACCRUED LEAVE PAID 0		17. MEMBER WAS PROVIDED COMPLETE DENTAL EXAMINATION AND ALL APPROPRIATE DENTAL SERVICES AND TREATMENT WITHIN 90 DAYS PRIOR TO SEPARATION		YES NO X				
18. REMARKS SERVED IN A DESIGNATED IMMINENT DANGER PAY AREA//SERVICE IN GERMANY/DJIBOUTI/SUDAN/KENYA/KUWAIT 20120909-20130626//ITEM 12D ABOVE DOES NOT ACCOUNT FOR ANNUAL AND/OR WEEKEND TRAINING THIS SOLDIER MAY HAVE ACCOMPLISHED PRIOR TO DATE ENTERED IN ITEM 12A//AND WHICH IS COMPLETED PERIOD BEFORE BE ORDERED TO ACTIVE DUTY FOR PURPOSE OF POST SERVICE BENEFITS AND ENTITLEMENTS//ORDERED TO ACTIVE DUTY IN SUPPORT OF OPERATION ENDURING FREEDOM//AW TO USC 1207//MEMBER HAS COMPLETED FIRST FULL PERIOD OF SERVICE//DOE TRAINING 20130705-20130717//CONT FROM BLOCK 1//SEE ATTACHED COMPLETION SHEET The information contained herein is subject to computer matching with the Department of Defense with any other official Federal or non-Federal agency for verification purposes and to determine eligibility for, and/or continued compliance with, the requirements of a Federal benefit program.								
19a. MAILING ADDRESS AFTER SEPARATION (Include ZIP Code) (b) (6)								
20. MEMBER REQUESTS COPY 5 BE SENT TO (Specify state or locality) (b) (6)								
21. MEMBER REQUESTS COPY 3 BE SENT TO THE CENTRAL OFFICE OF THE DEPARTMENT OF VETERANS AFFAIRS (WASHINGTON, DC)								
22. MEMBER SIGNATURE (b) (6)								
23. OFFICIAL AUTHORIZED TO SIGN (Typed name, grade, title, signature) (b) (6) BPSTY HR CLERK								
24. DATE (YYYYMMDD) 20130702								

25. TYPE OF SEPARATION RELEASE FROM ACTIVE DUTY				26. CHARACTER OF SERVICE (Include upgrades) HONORABLE	
27. SEPARATION AUTHORITY AR 600-8-24, PARA 2-7		28. SEPARATION CODE MBK		29. REENTRY CODE NA	
30. NARRATIVE REASON FOR SEPARATION COMPLETION OF REQUIRED ACTIVE SERVICE					
31. DATES OF TIME LOST DURING THIS PERIOD (YYYYMMDD) NONE					
32. MEMBER REQUESTS COPY 4 (Indicate) (b) (6)					



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**CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY** (Continuation Sheet)  
This Report Contains Information Subject to the Privacy Act of 1974, As Amended.

1. NAME (Last, First, Middle) (b) (6)	2. DEPARTMENT, COMPONENT AND BRANCH ARMY/ARGUS/CH	3. SOCIAL SECURITY NUMBER (b) (6)
(Specify the item number of the block continued for each entry.) CONT FROM BLOCK 18: 13: SERVICE RIBBON//OVERSEAS SERVICE RIBBON//MILITARY OUTSTANDING VOLUNTEER SERVICE MEDAL//NOTHING FOLLOWS		

21. MEMBER SIGNATURE SIGNED BY: (b) (6)	b. DATE (YYYYMMDD) 20130702	22. OFFICIAL AUTHORIZED TO SIGN (Typed name and title, signature) SIGNED BY: (b) (6)	b. DATE (YYYYMMDD) 20130702
(b) (6)		BPSI/ HR CLERK	

REQUEST FOR CONDITIONAL RELEASE				
(Read Privacy Act Statement and Instructions on back before completing this form.)				
<b>SECTION I - REQUEST FOR RELEASE</b>				
<b>1. SERVICE MEMBER DATA</b>				
(b) (6)		b. PAY GRADE DI	c. SSN or UIC (b) (6)	d. SERVICE COMPONENT KYANG
e. CURRENT UNIT/ COMMAND 2138 FAR	f. ADDRESS (1) STREET (b) (6)		(2) CITY	(3) STATE (4) ZIP CODE
<b>2. RECRUITING OFFICE ADDRESS</b>				
a. STREET 10001 LINN STATION RD STE 210		b. CITY LOUISVILLE	c. STATE KY	d. ZIP CODE 40221
<b>3. ACKNOWLEDGEMENT OF SERVICE MEMBER</b>				
a. I request a conditional release to process for entrance into another component of the Military Service. If I am a member of the National Guard or Reserve, I understand that I must attend all scheduled training until such time as I am ordered or appearing into another Service. I also understand that I am to keep my current commander informed of any change in my status.				
b. OFFICER MEMBER ONLY: I hereby tender my resignation from the KYANG (current component), request that I be accepted contingent upon actual appointment or enlistment in the US NAVY (requesting component), and be effective the day preceding the date of my acceptance of appointment or enlistment.				
c. ENLISTED MEMBER ONLY: I understand I will be discharged from my current status effective the day preceding the date of my enlistment or appointment.				
d. NAME (b) (6)				e. DATE SIGNED 20130723
<b>4. RECRUITER REQUEST FOR CONDITIONAL RELEASE</b>				
a. Request conditional release to reappoint member into the US NAVY (requesting component)				
b. NAME OF RECRUITER (Last, First, Middle Initial) (b) (6)		c. OFFICE (b) (6) (b) (6)		d. DATE SIGNED 20130723
e. TITLE OFFICER RECRUITER		f. PAY CELL		
<b>SECTION II - APPROVAL/DISAPPROVAL</b>				
6. (X as applicable)				
<input checked="" type="checkbox"/> a. APPROVED: Individual is recommended and conditional release is granted. The release is valid until 22 May 2014.				
<input type="checkbox"/> b. DISAPPROVED: Release is not granted. (Explain in Remarks.)				
<b>7. AUTHORIZING OFFICIAL</b>				
a. NAME (Last, First, Middle Initial) (b) (6)		b. TITLE Director of Personnel		
c. TELEPHONE NUMBER (include area code) (b) (6)	d. ADDRESS (1) STREET (b) (6)		(2) CITY	(3) STATE (4) ZIP CODE
e. SIGNATURE (b) (6)				f. DATE SIGNED 20140402
<b>SECTION III - NOTIFICATION OF ENLISTMENT/APPOINTMENT ACTION</b>				
7. The member has been notified of the conditional release or appointment action. THE FORM AND A COPY OF THE OATH MUST BE RETURNED TO THE ADDRESS IN ITEM 5, TO EFFECT THE MEMBER'S DISCHARGE OR WITHDRAWAL OF FEDERAL RECOMMITMENT.				
<b>8. CERTIFYING OFFICIAL</b>				
a. NAME (Last, First, Middle Initial)		b. TITLE	c. ORGANIZATION	
d. TELEPHONE NUMBER (include area code)	e. ADDRESS (1) STREET		(2) CITY	(3) STATE (4) ZIP CODE
f. SIGNATURE				g. DATE SIGNED





DEPARTMENT OF THE ARMY and AIR FORCE  
Joint Forces Headquarters, Kentucky National Guard  
Boone National Guard Center, 100 Minuteman Parkway  
Frankfort, Kentucky 40601-6168

S: 22 May 2014

NGKY-PER-Z

1 April 2014

MEMORANDUM THRU

Commander, Hqs 138th Brigade, 4301 Airport Road, Lexington, KY 40510-9692

Commander, Hqs 2nd Bn 138th Field Artillery, 4301 Airport Road, Lexington, KY 40510-9692

FOR United States Navy Officer Recruiter (b) (6) 10001 Linn Station Road # 210,  
Louisville, KY 40223-3810

SUBJECT: Extension Request for Contingent Conditional Release (CH (CPT) (b) (6)  
(b) (6)

1. The request for an extension to the contingent conditional release is approved for an additional 45 days from his last extension suspense date of 7 April 2014, to allow CH (CPT) (b) (6) to accept appointment in the U.S. Navy Active Duty. This extension will expire on 22 May 2014.
2. This request is based on the email from CH (MAJ) (b) (6) recommending an extension to CH (b) (6) Contingent Conditional Release to U.S. Navy Active Duty.
3. Request that this office be informed of the date of appointment and a copy of the oath of office and/or orders be furnished.
4. POC is the undersigned or SFC (b) (6) at (b) (6)

FOR THE ADJUTANT GENERAL:

(b) (6)

COL, AR, KY/ANG  
G1, Director of Personnel

CF: Hqs 138th Bde  
HHB 2/138th FA  
Officer Concerned  
MILPO File  
Suspense File

STATEMENT OF ECCLESIASTICAL ENDORSEMENT				OMB Number 0704-0190 OMB approval expires Oct 31, 2014																					
<p>The public reporting burden for this collection of information is estimated to average 45 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, Suite 02G09, Alexandria, VA 22304-3100 (0704-0190). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.</p> <p>PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE ABOVE ORGANIZATION. RETURN COMPLETED FORM TO CHIEF OF CHAPLAINS (ITEM 2).</p>																									
<p style="text-align: center;"><b>PRIVACY ACT STATEMENT</b></p> <p><b>AUTHORITY:</b> 10 U.S.C. Sections 126, 533(a)(1), 643, 827, 3353(a)(1), and 5600(a)(1); DoD Directive 1304.19; DoD 1304.28; and E.O. 9397, as amended (SSN).</p> <p><b>PRINCIPAL PURPOSE(S):</b> The information collected on this form is used to verify the professional and ecclesiastical qualifications of Religious Ministry Professionals for initial appointment or chaplains change of career status appointments as chaplains in the Military Services. This form is an essential element of a chaplain's professional qualifications and will become part of a chaplain's military personnel record. Completed forms are covered by recruiting and official military personnel file SORNs maintained by each of the Services.</p> <p><b>ROUTINE USE(S):</b> The DoD "Blanket Routine Uses" found at <a href="http://privacy.defense.gov/blanket_uses.shtml">http://privacy.defense.gov/blanket_uses.shtml</a> apply to this collection.</p> <p><b>DISCLOSURE:</b> Voluntary. However, failure to provide the requested information may significantly delay the processing of this endorsement.</p>																									
<p><b>1. FROM (To be completed by Endorsing Agent)</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p><b>a. TYPED OR PRINTED NAME OF RELIGIOUS ORGANIZATION GRANTING RELIGIOUS MINISTRY PROFESSIONAL ENDORSEMENT</b></p> <p>Liberty Baptist Fellowship</p> </td> <td style="width: 25%; padding: 5px;"> <p><b>b. DATE OF CURRENT INTERNAL REVENUE CODE (IRC) 501(c)(3) EXEMPT STATUS</b></p> </td> <td style="width: 25%; padding: 5px;"> <p><b>c. EMPLOYER IDENTIFICATION NUMBER (IRC)</b></p> <p>0195710-9</p> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>f. ADDRESS, (1) STREET (Include apartment or suite number)</b></p> <p>PO Box 10174</p> </td> <td style="padding: 5px;"> <p><b>d. TELEPHONE (Include Area Code)</b></p> <p>434 592 4241</p> </td> <td style="padding: 5px;"> <p><b>e. FAX NUMBER (Include Area Code)</b></p> <p>434 832 2006</p> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>g. E-MAIL ADDRESS</b></p> <p>cdavidson@liberty.edu</p> </td> <td style="padding: 5px;"> <p><b>(2) CITY</b></p> <p>Lynchburg</p> </td> <td style="padding: 5px;"> <p><b>(3) STATE</b></p> <p>VA</p> </td> </tr> <tr> <td colspan="3" style="padding: 5px;"> <p><b>(4) ZIP CODE</b></p> <p>24506</p> </td> </tr> <tr> <td colspan="3" style="padding: 5px;"> <p><b>h. WEB SITE</b></p> </td> </tr> </table>						<p><b>a. TYPED OR PRINTED NAME OF RELIGIOUS ORGANIZATION GRANTING RELIGIOUS MINISTRY PROFESSIONAL ENDORSEMENT</b></p> <p>Liberty Baptist Fellowship</p>	<p><b>b. DATE OF CURRENT INTERNAL REVENUE CODE (IRC) 501(c)(3) EXEMPT STATUS</b></p>	<p><b>c. EMPLOYER IDENTIFICATION NUMBER (IRC)</b></p> <p>0195710-9</p>	<p><b>f. ADDRESS, (1) STREET (Include apartment or suite number)</b></p> <p>PO Box 10174</p>	<p><b>d. TELEPHONE (Include Area Code)</b></p> <p>434 592 4241</p>	<p><b>e. FAX NUMBER (Include Area Code)</b></p> <p>434 832 2006</p>	<p><b>g. E-MAIL ADDRESS</b></p> <p>cdavidson@liberty.edu</p>	<p><b>(2) CITY</b></p> <p>Lynchburg</p>	<p><b>(3) STATE</b></p> <p>VA</p>	<p><b>(4) ZIP CODE</b></p> <p>24506</p>			<p><b>h. WEB SITE</b></p>							
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<p><b>a. CHIEF OF CHAPLAINS (X appropriate block)</b></p> <p><input type="radio"/> (1) ARMY</p> <p><input checked="" type="radio"/> (2) NAVY</p> <p><input type="radio"/> (3) AIR FORCE</p>	<p><b>b. ADDRESS, (1) STREET (Include apartment or suite number)</b></p> <p>Office of the Chief of Chaplains (N097) 2000 Navy Pentagon Room</p> <p><b>(2) CITY</b></p> <p>Washington</p>	<p><b>(3) STATE</b></p> <p>DC</p>	<p><b>(4) ZIP CODE</b></p> <p>20350</p>																						
<p><b>3. PROSPECT INFORMATION. a. IS THIS AN INITIAL ENDORSEMENT? (X one)</b> <input checked="" type="radio"/> YES <input type="radio"/> NO</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; padding: 5px;"> <p><b>(b) (6) ED NAME (Last, First, Middle Initial)</b></p> </td> <td style="width: 20%; padding: 5px;"> <p><b>c. SOCIAL SECURITY NUMBER</b></p> <p>(b) (6)</p> </td> <td style="width: 40%; padding: 5px;"> <p><b>d. TELEPHONE (Include Area Code)</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>(b) (6) ADDRESS, (1) STREET (Include apartment or suite number)</b></p> </td> <td style="padding: 5px;"> <p><b>(2) CITY</b></p> <p>(b) (6)</p> </td> <td style="padding: 5px;"> <p><b>(3) STATE</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td colspan="3" style="padding: 5px;"> <p><b>(4) ZIP CODE</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td colspan="3" style="padding: 5px;"> <p><b>f. E-MAIL ADDRESS</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>g. NUMBER OF YEARS OF PROFESSIONAL MINISTRY EXPERIENCE PROSPECT HAS COMPLETED</b></p> <p>4</p> </td> <td colspan="2" style="padding: 5px;"> <p><b>h. NUMBER OF MONTHS OF PRIOR ACTIVE MILITARY SERVICE PROSPECT HAS COMPLETED</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p><b>(1) OFFICER</b></p> <p>12</p> </td> <td style="width: 50%; padding: 5px;"> <p><b>(2) ENLISTED</b></p> <p>12</p> </td> </tr> </table> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>i. APPLICATION IS FOR (X one)</b></p> <p><input type="radio"/> (1) RESERVE (Non-Active Duty)</p> <p><input type="radio"/> (2) NATIONAL GUARD</p> <p><input checked="" type="radio"/> (3) INITIAL ACTIVE DUTY (3 years)</p> </td> <td colspan="2" style="padding: 5px;"> <p><input type="radio"/> (4) EXTENDED ACTIVE DUTY (Indefinite)</p> <p><input type="radio"/> (5) REGULAR COMMISSIONED OFFICER</p> <p><input type="radio"/> (6) RESERVE (AGR)</p> </td> </tr> </table>						<p><b>(b) (6) ED NAME (Last, First, Middle Initial)</b></p>	<p><b>c. SOCIAL SECURITY NUMBER</b></p> <p>(b) (6)</p>	<p><b>d. TELEPHONE (Include Area Code)</b></p> <p>(b) (6)</p>	<p><b>(b) (6) ADDRESS, (1) STREET (Include apartment or suite number)</b></p>	<p><b>(2) CITY</b></p> <p>(b) (6)</p>	<p><b>(3) STATE</b></p> <p>(b) (6)</p>	<p><b>(4) ZIP CODE</b></p> <p>(b) (6)</p>			<p><b>f. E-MAIL ADDRESS</b></p> <p>(b) (6)</p>			<p><b>g. NUMBER OF YEARS OF PROFESSIONAL MINISTRY EXPERIENCE PROSPECT HAS COMPLETED</b></p> <p>4</p>	<p><b>h. NUMBER OF MONTHS OF PRIOR ACTIVE MILITARY SERVICE PROSPECT HAS COMPLETED</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p><b>(1) OFFICER</b></p> <p>12</p> </td> <td style="width: 50%; padding: 5px;"> <p><b>(2) ENLISTED</b></p> <p>12</p> </td> </tr> </table>		<p><b>(1) OFFICER</b></p> <p>12</p>	<p><b>(2) ENLISTED</b></p> <p>12</p>	<p><b>i. APPLICATION IS FOR (X one)</b></p> <p><input type="radio"/> (1) RESERVE (Non-Active Duty)</p> <p><input type="radio"/> (2) NATIONAL GUARD</p> <p><input checked="" type="radio"/> (3) INITIAL ACTIVE DUTY (3 years)</p>	<p><input type="radio"/> (4) EXTENDED ACTIVE DUTY (Indefinite)</p> <p><input type="radio"/> (5) REGULAR COMMISSIONED OFFICER</p> <p><input type="radio"/> (6) RESERVE (AGR)</p>	
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<p><b>4. ECCLESIASTICAL ENDORSING AGENT (To be completed by Endorsing Agent)</b></p> <p><b>a. AS THE ECCLESIASTICAL ENDORSING AGENT AUTHORIZED TO REPRESENT</b></p> <p>(Name of religious organization) (Item 1) (b) (6)</p> <p>I HEREBY VERIFY THE ABOVE PROSPECTIVE CANDIDATE TO BE PROFESSIONALLY QUALIFIED AS A RELIGIOUS MINISTRY PROFESSIONAL FOR THE MILITARY CHAPLAINCY.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <p><b>b. TYPED OR PRINTED NAME (Last, First, Middle Initial)</b></p> <p>(b) (6)</p> </td> <td style="width: 50%; padding: 5px;"> <p><b>c. E-MAIL ADDRESS</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>d. ADDRESS, (1) STREET (Include apartment or suite number)</b></p> <p>(b) (6)</p> </td> <td style="padding: 5px;"> <p><b>(2) CITY</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>e. TELEPHONE (Include Area Code)</b></p> <p>(b) (6)</p> </td> <td style="padding: 5px;"> <p><b>(3) STATE</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td style="padding: 5px;"> <p><b>f. FAX NUMBER (Include Area Code)</b></p> <p>(b) (6)</p> </td> <td style="padding: 5px;"> <p><b>(4) ZIP CODE</b></p> <p>(b) (6)</p> </td> </tr> <tr> <td colspan="2" style="padding: 5px;"> <p><b>h. DATE SIGNED (YYYYMMDD)</b></p> <p>20140326</p> </td> </tr> </table>						<p><b>b. TYPED OR PRINTED NAME (Last, First, Middle Initial)</b></p> <p>(b) (6)</p>	<p><b>c. E-MAIL ADDRESS</b></p> <p>(b) (6)</p>	<p><b>d. ADDRESS, (1) STREET (Include apartment or suite number)</b></p> <p>(b) (6)</p>	<p><b>(2) CITY</b></p> <p>(b) (6)</p>	<p><b>e. TELEPHONE (Include Area Code)</b></p> <p>(b) (6)</p>	<p><b>(3) STATE</b></p> <p>(b) (6)</p>	<p><b>f. FAX NUMBER (Include Area Code)</b></p> <p>(b) (6)</p>	<p><b>(4) ZIP CODE</b></p> <p>(b) (6)</p>	<p><b>h. DATE SIGNED (YYYYMMDD)</b></p> <p>20140326</p>											
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<p><b>5. COMMENTS</b></p> <p>Chaplain (b) (6) has been an exceptional NG chaplain-he is an experienced preacher, counselor, and leader-ready for AD NOW-Select ASAP!!!</p>																									

(b) (6), (b) (5)

(b) (6), (b) (5)



(b) (6), (b) (5)

(b) (6), (b) (5)

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(b) (6), (b) (5)



(b) (6), (b) (5)

(b) (6), (b) (5)

(b) (6), (b) (5)

(b) (6), (b) (5)



(b) (6) (CIV)

From: (b) (6) (CIV)  
Sent: Friday, September 18, 2015 4:27 PM  
To: (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6) Smith, Matthew; (b) (6) (b) (6)  
(b) (6)  
(b) (6) (b) (6)  
Subject: RE: Subpoena 20 August

(b) (6)

Thank you for that proposal -- I think it might be a smart resolution to the underlying issue. I will follow up with Captain (b) (6) to see if he is amenable to your proposal. If he is amenable to your proposal, we will provide copies to you as requested and any obligations on the part of Captain (b) (6) under the Rule 45 subpoena will be discharged, as he would no longer be in possession of any materials responsive to the subpoena, as your email makes clear.

Assuming Captain (b) (6) is amenable to your suggested approach, we will make all reasonable efforts to produce them in due course, subject to and without waiver of any applicable objections.

Regards,  
(b) (6)

-----Original Message-----

From: (b) (6) [mailto:(b) (6)]  
Sent: Thursday, September 17, 2015 7:42 PM  
To: (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6) Smith, Matthew; (b) (6) (b) (6)  
(b) (6)  
(b) (6) (b) (6)  
Subject: RE: Subpoena 20 August

(b) (6) --Thank you for speaking with me earlier today. We understand, based on our call today and from your prior emails, that you do not represent Captain (b) (6) individually or for purposes of the subpoena and document requests that we served on him. It also appears from our call today that you, or someone else in the government, reviewed and/or have the documents responsive to the requests that we served on Captain (b) (6). If so, these documents are in the government's possession and the government is obligated to produce them tomorrow in response to the requests we previously served on the government. Additionally, if these or other documents originally belonging to Captain (b) (6) are in your control or were otherwise described to you or anyone else representing the government, any privileges claimed by Captain (b) (6) including the clergy-communicant privilege (to the extent that it exists or would otherwise apply), have been waived.

Please state promptly whether the government: (1) has or had possession of the responsive Parisi documents and (2) whether it intends to produce them tomorrow (Friday, Sept. 17).

Thanks,  
(b) (6)

-----Original Message-----

From: (b) (6) (CIV) [mailto:(b) (6)]

Sent: Thursday, September 17, 2015 10:25 AM

To: (b) (6) (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)

Cc: Wang, Times; (b) (6) Smith, Matthew; (b) (6) (b) (6)

(b) (6); (b) (6) (b) (6)

(b) (6)

Subject: RE: Subpoena 20 August

(b) (6)

Can we push our call just a bit to 2:15 p.m. today, if you don't mind? (Something came up in a different matter that I have to attend to that might push up against a 2 p.m. call, so I would like to leave some extra room between the two.)

And just to put all the information in one e-mail, my direct line is (b) (6)

Thanks,

(b) (6)

-----Original Message-----

From: (b) (6) [mailto:(b) (6)]

Sent: Wednesday, September 16, 2015 4:24 PM

To: (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)

Cc: Wang, Times; (b) (6) Smith, Matthew; (b) (6) (b) (6)

(b) (6); (b) (6) (b) (6)

(b) (6)

Subject: RE: Subpoena 20 August

Great. What number should I call?

-----Original Message-----

From: (b) (6) (CIV) [mailto:(b) (6)]

Sent: Wednesday, September 16, 2015 4:23 PM

To: (b) (6) (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)

Cc: Wang, Times; (b) (6) Smith, Matthew; (b) (6) (b) (6)

(b) (6); (b) (6) (b) (6);

(b) (6)

Subject: RE: Subpoena 20 August

(b) (6)

Given the press of other obligations this week I suspect that it will just be me on the call.

Thanks,

(b) (6)

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: (b) (6) (b) (6) >

Date: 09/16/2015 4:14 PM (GMT-05:00)

To: "(b) (6)" (CIV) <(b) (6)>, "(b) (6)" (CIV) <(b) (6)>, (b) (6) (CIV) <(b) (6)>, (b) (6) (CIV) <(b) (6)>  
Cc: "Wang, Times" <(b) (6)>, (b) (6) <(b) (6)>, (b) (6) <(b) (6)>, (b) (6) <(b) (6)>, (b) (6) <(b) (6)>, (b) (6) <(b) (6)>, (b) (6) <(b) (6)>  
Subject: RE: Subpoena 20 August

That works for me. Do you expect to be joined by others from the government? If not, let me know which number I can use to reach you.

-----Original Message-----

From: (b) (6) (CIV) [mailto:(b) (6)]  
Sent: Wednesday, September 16, 2015 4:05 PM  
To: (b) (6); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6) Smith, Matthew; (b) (6); (b) (6)  
(b) (6); (b) (6); (b) (6)  
Subject: RE: Subpoena 20 August

(b) (6)

Why don't we shoot for 2 pm tomorrow if that remains convenient for you?

Regards,  
(b) (6)

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: "(b) (6)" <(b) (6)>  
Date: 09/15/2015 10:00 PM (GMT-05:00)  
To: (b) (6) (CIV) <(b) (6)>, "(b) (6)" (CIV) <(b) (6)>, (b) (6) (CIV) <(b) (6)>, (b) (6) (CIV) <(b) (6)>  
Cc: "Wang, Times" <(b) (6)>, "(b) (6)" <(b) (6)>, (b) (6) <(b) (6)>, (b) (6) <(b) (6)>, (b) (6) <(b) (6)>  
Subject: RE: Subpoena 20 August

That's no problem, (b) (6) I think a call on Thursday would be helpful.

When on Thursday is convenient for you? I'm currently most free before 3pm.

-----Original Message-----

From: (b) (6) (CIV) [mailto:(b) (6)]  
Sent: Tuesday, September 15, 2015 6:23 PM  
To: (b) (6); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)



Cc: Wang, Times; (b) (6); (b) (6); (b) (6); (b) (6);  
(b) (6); (b) (6); (b) (6);  
(b) (6);  
Subject: RE: Subpoena 20 August

(b) (6) --

It's my turn to apologize for a delay in getting back to you; I've been tied up on other matters the past two days and will be out of the office tomorrow. If convenient for you, I think it would make sense to propose a call between counsel on Thursday when I'm back in the office to discuss your question below and other issues in connection with the subpoena.

Let me know if there's a time that works for you.

Regards,

(b) (6)

-----Original Message-----

From: (b) (6) [mailto:(b) (6)]  
Sent: Thursday, September 10, 2015 2:29 PM  
To: (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6); (b) (6); (b) (6); (b) (6);  
(b) (6); (b) (6); (b) (6);  
(b) (6);  
Subject: RE: Subpoena 20 August

(b) (6) I apologize for the delay in getting back to you about this. I was out of town the past few days. Rule 4.2 of the Virginia Rules of Professional Conduct states in relevant part that "a lawyer shall not communicate about the subject of the representation with a person the lawyer knows to be represented by another lawyer." Given that DOJ's position is that it doesn't represent Captain (b) (6) with respect to the subpoena, it seems clear that communications between Plaintiff's counsel and Captain (b) (6) concerning the subpoena and corresponding document requests would not fall under the purview of Rule 4.2. Please advise as to whether DOJ agrees that such communications would not violate Rule 4.2. We would appreciate a response on this by close of business tomorrow, if possible.

Thanks,

(b) (6)

-----Original Message-----

From: (b) (6) (CIV) [mailto:(b) (6)]  
Sent: Tuesday, September 08, 2015 11:55 PM  
To: (b) (6); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6); (b) (6); (b) (6); (b) (6);  
(b) (6); (b) (6); (b) (6);  
(b) (6);  
Subject: RE: Subpoena 20 August

(b) (6)

I hope that you had a good holiday weekend. To respond to your question from Friday evening, you have subpoenaed Captain (b) (6) in his individual capacity seeking materials that are expressly limited to those in his personal materials, and therefore not in the possession, custody, or control of his employer, the Navy; on that basis, because the



Department of Justice does not represent Captain (b) (6) in his individual capacity in the underlying action, this office does not represent him in his individual capacity in connection with your Rule 45 subpoena on him. Nonetheless, because you are seeking materials concerning the subject-matter of the action against his employer, it is appropriate -- and would in all likelihood expedite matters -- to conduct any further communications through this office. For some of the same reasons, and because Captain (b) (6) is a senior officer within the relevant office of a represented party, the prohibition of RPC 4.2 against contact with a represented party could come into play (inadvertently, we assume); thus, it would be in all parties' best interests to conduct any future communications through counsel for the Navy defendants.

Put in different terms, why don't you just propose to us what you think is a reasonable next step for communicating with Captain (b) (6) in connection with your subpoena, and when a reasonable time might be for that to happen? If you do that, we would be happy to work on our end to try to facilitate a reasonable accommodation between you and Captain (b) (6). That seems like the most courteous and expedient way of moving forward.

Regards,

(b) (6)

-----Original Message-----

From: (b) (6) [mailto:(b) (6)]  
Sent: Friday, September 04, 2015 5:55 PM  
To: (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6); (b) (6); (b) (6); (b) (6);  
(b) (6); (b) (6); (b) (6);  
(b) (6)  
Subject: RE: Subpoena 20 August

I do not understand your response. We have not served a document subpoena on Captain (b) (6) in his individual capacity; we have served a document subpoena on Captain (b) (6). If you do not represent Captain (b) (6) in connection with the subpoena, then we cannot negotiate the document production with you because nothing that you say will bind Captain (b) (6).

By Tuesday, September 8, 2015 at noon, please either: (1) inform us that you represent Captain (b) (6) in connection with the subpoena; or (2) provide us with a signed statement from Captain (b) (6) stating that he will produce all responsive documents by September 10, 2015. If you do not, we will be required to meet and confer directly with Captain (b) (6) or whatever attorney actually represents him) and will subsequently move to compel, if necessary.

-----Original Message-----

From: (b) (6) (CIV) [mailto:(b) (6)]  
Sent: Friday, September 04, 2015 5:12 PM  
To: (b) (6); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6); (b) (6); (b) (6); (b) (6);  
(b) (6); (b) (6); (b) (6);  
(b) (6)  
Subject: RE: Subpoena 20 August

(b) (6)-

The Department of Justice, through this office, represents the Navy and the Navy defendants in their official capacities; as a senior officer in the Navy Chaplain Corps, Captain (b) (6) thus is represented by this office in his official capacity. Captain (b) (6) has not been named as an individual-capacity defendant in this action and has not been served with process; thus, in the comparatively narrow procedural context of responding to a Rule 45 subpoena for the production of personal documents, the Department of Justice does not represent Captain (b) (6) in an individual capacity, although

we reserve any and all rights to assert any objection reasonably necessary to preserve the equities of the Navy defendants under any Rule 45 proceedings.

Given the substantial subject-matter overlap among the claims and defenses asserted in this action, the discovery requested by Plaintiff from the Navy defendants, and the discovery requested by Plaintiff from Captain (b) (6) under Rule 45, it is appropriate for all further communications between Plaintiff's counsel and Captain (b) (6) under Rule 45, if any, to be conducted through counsel for the Navy defendants. Similarly, to protect against any inadvertent problems under Rule 4.2 given that substantial overlap as to the subject of the parties' respective representations and the difficulty in demarcating before-the-fact between official-capacity and personal subject-matter, it would be in everyone's interest, and would be most expeditious, to conduct any future communications with recipients of Rule 45 subpoenas through counsel for the Navy defendants (obviously including individual-capacity counsel as well where recipients are represented in such capacity).

Have a good holiday weekend.

Regards,

(b) (6)

(b) (6)

Senior Trial Counsel  
United States Department of Justice  
Civil Division, Federal Programs Branch  
Ben Franklin Station, P.O. Box 883  
Washington, DC 20044  
Phone: (b) (6)  
Fax: (b) (6)

-----Original Message-----

From: (b) (6) {mailto:(b) (6)}  
Sent: Friday, September 04, 2015 11:19 AM  
To: (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV); (b) (6) (CIV)  
Cc: Wang, Times; (b) (6); (b) (6); (b) (6); (b) (6)  
(b) (6); (b) (6); (b) (6)  
Subject: FW: Subpoena 20 August

See below for Captain (b) (6) response and objections to our subpoena and document requests. Please inform us by close of business today whether he is represented by the DOJ. Thanks.

Best,

(b) (6)

-----Original Message-----

From: (b) (6) CAPT OPNAV, N097 {mailto:(b) (6)}  
Sent: Friday, September 04, 2015 9:52 AM  
To: (b) (6)  
Subject: Subpoena 20 August

Mr. (b) (6)



I received your subpoena dated 20 August and object to the way it was delivered and to the requirements it contains. Having a messenger show up at my house at 9:30 PM was inconsiderate, rude, and unprofessional. My first inclination was to call the police rather than answer the door.

As for the requirements, my first objection is to the deadline. It simply does not allow a reasonable amount of time. You and your clients have had about two years to cook up your case but you allow me only twelve days to respond.

Second, I object to the ridiculously difficult and time consuming nature of the work your demand would require. You ask for communications, documents, and electronically stored information, to include both data and metadata which you take pages to describe and demand in particular formats with which I am not familiar.

Third, I object to the exaggeratedly broad time range of the demands. In January of 2013 I was not assigned to this office and had never heard of Mr. Heap. On the other end, your demand runs to the present, a year and five months after the meeting of the CARE Advisory Group, when nothing I write or say could have any bearing on the meeting.

Fourth, I object to your requirement that I guess which terms you may not understand and find definitions for them in the dictionaries you specify, which I do not own, and to which I do not have ready access.

Fifth, under "Documents to be Produced" you ask for documents relating to Jason Torpy, The Humanist Society, Humanists, Humanism, atheists or atheism, "non-religious" persons or beliefs, The Military Association of Atheists and Freethinkers, and/or the American Humanist Association," all touching on claims the court has already dismissed.

Finally, much of my correspondence is with other members of the clergy, inside and outside the military, and I intend to assert the clergy privilege wherever it may reasonably apply.

For all these reasons, I will not supply any documents by 10:00 this morning.

Sincerely,

(b) (6)

Captain, Chaplain Corps, U. S. Navy  
Executive Assistant to the Chief of Chaplains

(b) (6)

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